

# Town of Newington



## Annual Report 2014-2015

# Town of Newington

Annual Report  
2014-2015



Edited by:  
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# About Newington

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## Mission

*Our mission is to offer excellent community services by maximizing our resources in a proactive, responsible, and accountable manner that enhances the quality of life for all generations in Newington.*

## Government

Newington received its Charter from the State of Connecticut in 1871 and is currently governed under the Council-Manager form of government with a nine member Town Council. The Mayor, elected separately, is a member and presiding official of the Council with the power to vote. Recognized as the official head of the Town for ceremonial and military purposes, the Mayor has the authority to appoint the Town Attorney and the Clerk of the Council.

The Town Manager is appointed by the Town Council and serves as the Chief Executive and administrative officer of the Town. The Town Manager is empowered to supervise and administer all commissions, boards, departments, offices, and agencies of the Town except for those elected by the people, appointed by the Council, appointed by the Mayor, or appointed by regional, state, or federal authority. The Town Manager is also responsible for the faithful execution of all laws and ordinances governing the Town.

## Location

Newington, located five (5) miles south of Hartford, is centrally located in the New York – Boston corridor. Travelers have easy access to Route 5/15, Route 9, and major interstate highways I-84 and I-91. Newington is conveniently located near Brainard Airport and Bradley International Airport. Transportation services also include buses to Hartford and New Britain and rail transportation stations in Hartford and Berlin.

## Taxes

Newington's mill rate in 2014-2015 was 34.77. The mill rate is applied to the Grand List of fair market value. All commercial and residential properties were revaluated in 2011.

## History

Newington, part of the Town of Wethersfield until 1871, is located in an area which was referred to in early times as Pipestave Swamp, then Cow Plain, and later, West Farms; such names reflected the area's use. It was first a source of staves for making pipes (large sized barrels) used in colonial trade, and later a pasture for cattle. It eventually became home to the new farms taken up by descendants of early Wethersfield

who had been given grants on the western frontier of their riverside town. By 1721, there were enough new farmers on these grants to request that the General Assembly of the Colony of Connecticut give them the name Newington, which means "new town in the meadow."

Since most early Newington inhabitants were related to Wethersfield families, Newington accepted government by Wethersfield Town Meeting until 1871. When the railroad came through Newington in the 1830's, the frequent and inexpensive transportation attracted growth and further expansion. Years later, however, a Wethersfield Town Meeting refused to approve expenses for highway improvements for better access to the railroad. Ready to take government into its own hands, Newington applied to the General Assembly of the State of Connecticut for incorporation, which was approved in 1871.

Early in the 20<sup>th</sup> century, both the trolley car and the automobile brought more development. Newington's location in the center of the state, combined with steady improvements to the highway system, attracted many new residents and businesses. The trolley, replaced by regular bus service, made commuting to Hartford and New Britain convenient. By 1966, the increasing population had outgrown the Town Meeting form of government and the Town adopted the Council-Manager form of government.

## Historical Sites

The **Kellogg-Eddy House**, a typical New England Georgian-style farmhouse, was built in 1808 by General Martin Kellogg.

The **Enoch Kelsey House** was built in 1799 and was the home of a Connecticut farmer and tinsmith. It features rare, freehand-painted wall decorations, basement to attic paneling, as well as a beehive oven and fireplaces.

The **National Iwo Jima Memorial Monument**, located off Route 9 at the Newington/New Britain line, was dedicated on February 23, 1995 in memory of those who gave their lives at Iwo Jima. The names of the 100 Connecticut marines killed at Iwo Jima are inscribed on the base.

# Newington Government

# Town Council

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## ***Stephen Woods, Mayor***

The Town Council is the governing and legislative body of the Town with all the rights, powers, duties, and obligations conferred by law. Council members are responsible for adopting the budget, fixing the tax rate for the Town, proposing and amending ordinances and resolutions for the execution of the powers vested in the Town, for the government of the Town and management of its businesses, and for the preservation of good order, peace, health and safety of the Town and its inhabitants.

The Town Council consists of the Mayor and eight members elected from the Town at large every two years. The Mayor, elected separately, is a member and presiding official of the Council with power to vote. The Town Council meets on the second and fourth Tuesday of each month at 7:00 p.m. Meetings are broadcast live on Newington Community Television.

## **2014-2015 Highlights**

- Authorized the acceptance of grant funding in the amount of \$2 million to demolish the former National Welding building.
- Disbanded the Town Hall Renovations Project Building Committee and formed a new Committee charged with oversight of renovations to the Town Hall and Mortensen Community Center.
- Authorized the Town Manager to enter into an agreement to participate in the CT Property Assessed Clean Energy (C-Pace) program.
- Authorized the Town Manager to enter into an agreement with Murphy Road Recycling to extend the current municipal recycling disposal agreement for the period of November 16, 2015 through June 30, 2018.
- Honored Paul Salonia as the 2014-15 Teacher of the Year.
- Honored former Chief of Police Richard Mulhall in his retirement.
- Approved the proposed AFSCME Local 2930 contract for fiscal years 2012-2013 through 2015-2016.
- Honored Ann Marino & Robert Newbold as the 2014 Volunteers of the year.
- Dedicated the newly access road from Fenn Road to the busway as "Myra Cohen Way" in honor of



Mayor  
Stephen Woods



Councilor



Councilor  
Terry Borjeson



Councilor  
Clarke Castelle



Councilor  
Beth DelBuono



Councilor  
Maureen Klett



Councilor  
James Marocchini



Councilor  
Beth McDonald



Councilor  
David Nagel

Councilor Cohen and her countless achievements.

- Approved the plans for the John Wallace Middle School PCB Abatement/STEM Academy Renovations Project.
- Adopted the Fiscal Year 2015-2016 Budget with total appropriations of \$113,594,454 and set a mill rate of 35.80 mills.
- Established a Library Renovations/Addition Project Building Committee charged with overseeing renovations to the Lucy Robbins Welles Library.
- Authorized State funding to build an electronic vehicle charging station in the Municipal Parking Lot.
- Appointed USI Insurance Services as the Town's Agent of Record.
- Dedicated a portion of Richard Street from Willard Avenue to Church Street in memory of Robert J. "Bob" Seiler, Sr. in recognition of his many years of valuable service to the Town of Newington.

# Newington Administration

# Town Manager

## ***John L. Salomone, Town Manager***

The Town Manager, appointed by the Town Council for an indefinite period of time at the pleasure of the Council, serves as the Chief Executive of the Town and manages the day-to-day operations of the Town departments. In addition to supporting the goals and objectives of the Town Council, the Town Manager, with the assistance of Town staff, is responsible for Purchasing, Risk Management, and Personnel. The Town Manager also serves as the local Traffic Authority, Public Safety Director, and Local Emergency Planning Coordinator.

### **2014-2015 Highlights**

- Worked with department heads on budget and CIP requests and prepared the Town Manager's proposed FY 2015-16 budget in conjunction with the Finance Department.
- Communicated with residents as needed to address and resolve various issues and concerns.
- Advertised, interviewed applicants and made hiring decisions for all open full-time positions in the Town and Police Department.
- Met with staff, department heads and union representatives on an as-needed basis to address and resolve employee concerns and personnel issues.
- Attended meetings for various projects related to the Town of Newington, including preparations for the September 9 Town Hall/Community Center referendum, post-referendum telephone polling and post-referendum focus groups.
- Attended meetings for various projects related to the Town of Newington, including preparations for the post-referendum Town Hall renovations focus groups, demolition of the former National Welding building and the Fire Department roof.
- Attended numerous meetings of CRCOG and participated on the CRCOG Municipal Services Committee and attended several Mid State Collaborative meetings with area towns.
- Acted as staff liaison to the Board of Ethics.
- Renegotiated the contract between the Town and the Newington Volunteer Ambulance.
- Opened the Emergency Operations Center to prepare and respond to the January 26-27 snow storm.
- Attended the annual ICMA Conference in Charlotte, NC.
- Co-presented the annual State of the Town Address with Mayor Woods on February 26, 2015.
- Worked with staff to administer the blighted property ordinance.
- Attended various grand opening, retirement and award ceremonies throughout the year including the CT Fastrak Grand Opening.
- Attended the Human Services Volunteer Dinner and the Lucy Robbins Welles Library Annual Volunteer Breakfast.

### **Employee Anniversaries**

#### **35 Years**

- Diane Durette—Library

#### **25 Years**

- Jeanine Allin—Police
- Charlene Drzata—Town Manager
- Ann Harter—Finance
- Lori Longstaff—Finance
- James Wells—Highway

#### **20 Years**

- Paul Boutot—Information Technology
- Karen Gagliardi—Human Services
- William Jameson—Police
- James Johnson—Police
- Kurt Larsen—Highway
- Zenon Szahaj—Highway

#### **15 Years**

- Donna Allen—Parks & Recreation
- Samuel Calvo—Highway
- Kathleen Kelliher—Police
- Sherri Leghorn—Police
- Suzanne Reniewicz—Fire
- Jason Saccente—Police

#### **10 Years**

- Steven Juda—Assessor
- Jamie Cipolla—Police
- Timothy Cunningham—Police
- Meghan Kennedy—Police
- Christopher Korzinski—Police
- Jeffrey Wagner—Police

#### **5 Years**

- Scott Comparone—Highway
- Cynthia Roberts-Diaz—Town Planner
- Thad Dymkowski—Information Technology
- Elizabeth Kapij—Library
- Charlene Magnano—Sr. & Disabled Center
- Paula Quattromani—Sr. & Disabled Center

# Newington Administration

## Town Clerk

### ***Tanya Lane, Town Clerk***

The Town Clerk's office is responsible for preserving all of the Town's official records, many of which date back to Newington's inception in 1871, as well as making them easily accessible to the public. The office operates in accordance with Connecticut General Statutes, the Town Charter and Code of Ordinances.

Responsibilities include the recording and the search & retrieval of all land records, Veterans' Discharges, Trade Names and vital statistics; maintaining the agenda notices and minutes of Town Council and other boards and commissions, as well as tracking membership and terms for all board and commission members; preparing election ballot configurations and issuing absentee ballots for all elections; keeping abreast of all pertinent legislation (the department administers over 600 State Statutes); responding to and researching numerous public inquiries; updating the Code of Ordinances; issuing various licenses and permits, and maintaining financial records disclosing fees collected for the Town and the State.

The office is charged with insuring the integrity and longevity of all the documents entrusted to our care so that the Town has accurate and accessible data for future generations.

### **2014-2015 Highlights**

- Acquired \$7,500 Historic Document Preservation Grant used to:
  - Install mobile shelving in small vault increasing storage capacity and extending longevity for approximately 10 years.
  - Continue backfile scanning project of land record images—189 volumes scanned and posted to online portal. Online images available from 1988 to present.
- Mastered PowerPoint 2013 to help Town Manager/department heads prepare and enhance professional presentations.
- Worked with the Highway Department to issue landfill permits to residents.
- Continued scanning Town Council minutes into Laserfiche software completing ten years of searchable history.
- Promoted professional development for Assistant Town Clerks through Connecticut Conference of Municipalities and the Connecticut Town Clerks Association.

### **2015-2016 Goals**

- Create and implement quarterly on-line newsletter to showcase programs/activities/projects in Newington Town Hall.
- Apply for FY2016 Historic Preservation Grant to continue backfile scanning of land record images.
- Train Assistant Town Clerk to scan Town Plan and Zoning minutes into Laserfiche.
- Cross-train part-time staff to create smooth transition when Assistant Town Clerk retires.
- Collaborate with IT to install an absentee ballot program to track the issuance & return of absentee ballots, and to print both electoral & mailing labels for absentee ballots.

- Seek opportunities to promote professional development for Town Clerk & staff.
- Provide exceptional customer service & disseminate accurate information to all visitors.

| <b><u>Town Clerk Statistical Summary 2014-15</u></b> |                       |                       |
|--|-----------------------|-----------------------|
| <b><u>LAND RECORDS</u></b>                           | <b><u>2014-15</u></b> | <b><u>2013-14</u></b> |
| Documents  | 5084                  | 5232                  |
| Maps   | 28                    | 19                    |
| <b><u>VITAL STATISTICS</u></b>                       |                       |                       |
| Births   | 262                   | 259                   |
| Marriages  | 212                   | 194                   |
| Deaths   | 394                   | 346                   |
| <b><u>LICENSES</u></b>                               |                       |                       |
| Sporting   | 727                   | 753                   |
| Dog  | 1939                  | 1975                  |
| <b><u>MISCELLANEOUS</u></b>                          |                       |                       |
| Veteran's Discharges                                 | 40                    | 34                    |
| Trade Name Certificates                              | 92                    | 88                    |
| Liquor Permits                                       | 46                    | 49                    |
| <b><u>RECEIPTS— TOWN</u></b>                         | <b><u>2014-15</u></b> | <b><u>2013-14</u></b> |
| Recording Fees                                       | \$85,658.00           | \$84,993.00           |
| Conveyance Tax                                       | \$257,209.99          | \$249,366.99          |
| Document Preservation                                | \$12,452.00           | \$11,783.00           |
| Vital Statistics                                     | \$31,527.00           | \$29,706.00           |
| Dog Licenses   | \$1,938.00            | \$1,956.50            |
| Sporting Licenses                                    | \$183.00              | \$219.00              |
| Copy Fees  | \$29,102.25           | \$19,107.15           |
| Miscellaneous  | \$2,956.00            | \$3,275.00            |
| <b>TOTAL GEN. FUND</b>                               | <b>\$421,026.24</b>   | <b>400,406.64</b>     |
| <b><u>RECEIPTS— STATE</u></b>                        | <b><u>2014-15</u></b> | <b><u>2013-14</u></b> |
| Document Preservation                                | \$7,434.00            | \$7,422.00            |
| Dog License Surcharge                                | \$4,316.00            | \$4,456.00            |
| Dog Licenses   | \$11,169.00           | \$11,413.00           |
| Sporting Licenses                                    | \$6,057.00            | \$6,716.00            |
| State Treasurer                                      | \$132,300.00          | \$134,389.00          |
| LoCip  | \$10,375.00           | \$11,106.00           |
| <b>TOTAL STATE</b>                                   | <b>\$171,651.00</b>   | <b>\$175,502.00</b>   |
| <b>GRAND TOTAL</b>                                   | <b>\$592,677.24</b>   | <b>\$575,908.64</b>   |

# Information Technology

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## **Paul Boutot, Chief Information Officer**

The Department of Information and Technology provides strategic and policy direction for the implementation and management of technology for the Town of Newington. Core activities include development of the Town's IT strategic plan, technology support, policy formulation, and the review and revision of technology standards.

### **Mission**

*Information Systems & Technology will provide leadership, policy guidance and assistance in the use of technology while offering the highest quality technology-based services, in a cost-effective manner, & maintaining a secure, robust & efficient communications network for our departments & the community we serve.*

### **2014-2015 Highlights**

- Remote access application/component upgrades.
- Re-imaging of thin client devices to accommodate remote access application upgrade.
- Computer workstation replacements.
- Virtual server infrastructure upgrades.
- Installation of virtual servers to host PILOT project

involving Capitol Region of Council Governments (Wethersfield Police Department) access to a hosted Computer Aided Dispatch (CAD) and Records Management System (RMS).

- Distribution of Geographic Information Systems (GIS) mapping services for Office of Town Manager, Engineering, Town Planner, Board of Education, Parks and Recreation/Grounds, Zoning, Registrar of Voters and Public Safety.
- Installation and configuration of CROCOG Regional License Plate Reader (LPR) system.
- Microsoft Office 2013 training for staff.
- NetMotion deployment.
- Town financial system (hardware/software) upgrade.
- Next Generation E911 upgrade.
- Core network switch upgrades.
- Re-deployment of network switches at edge locations (Senior and Disabled Center & Library).

### **2015-2016 Goals**

- Work with Town departments to help identify areas where technology can assist them in reaching their goals and objectives for internal and external purposes.

# Registrar of Voters

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## **Linda Cultrera (R) • Marie Fox (D)**

The office of Election Administrators-Registrars of Voters is governed by the General Statutes of the State of Connecticut, the Office of the Secretary of the State, and the State Elections Enforcement Commission.

### **Registrars' Responsibilities:**

- Register & remove all electors, update felony convictions and releases, and oversee all election materials.
- Conduct the State-mandated annual voter registration canvass by NCOA, (National Change of Address), telephone, mail, or house to house.
- Supervise primaries, elections & special referenda.
- Train and hire all elections officials, update all training materials and maintain accurate State mandated certification lists of all election officials.
- Oversee the central counting of absentee ballots on Election Day.
- Determine that all eight polling places are handicapped accessible, meet the requirements of the 2002 Help America Vote Act (HAVA); and, effective this year, oversee Election Day Registration (EDR).
- Oversee the general maintenance of the 18 town-owned voting tabulators, the handicapped voting machines, telephones and all related equipment required at each polling place on Election Day.
- Conduct mandatory supervised absentee balloting at six

local institutions.

- Update the registry list and voter files.
- Hold mandated and special voter making sessions.

### **2014-2015 Highlights**

- There were 17,407 registered voters as of 11/4/14.
- Voter turnout for the 11/4/14 gubernatorial election was 64%.
- Also implemented this year was the Electronic Registration Information Center (ERIC) in conjunction with 14 other States to update our registry lists.

### **2015-2016 Goals**

- Continue to update our technology of voting machines with battery less memory cards.
- Establish updated education and training procedures for all election officials.

### **Polling Places (all handicapped accessible)**

District 1: Town Hall, 131 Cedar Street  
District 2: Ruth L. Chaffee School, 160 Superior Ave.  
District 3: Anna Reynolds School, 85 Reservoir Road  
District 4: Elizabeth Green School, 30 Thomas Street  
District 5: John Wallace Middle School, 71 Halleran Dr.  
District 6: John Patterson School, 120 Church Street  
District 7: Martin Kellogg Middle School, 155 Harding Ave.  
District 8: John Wallace Middle School, 71 Halleran Dr.

# Facilities Management

The Facilities Management Department has the main responsibility to provide for the physical maintenance of Town Manager designated buildings to the level allowed by Council approved funding. Typically this includes repair & maintenance of the major building components such as heating and cooling systems. The department also manages capital improvement projects for these same buildings whether funded by the Town or through grant funding that this department is able to obtain.

## 2014-2015 Highlights

- Facilities Director met with Energy Consultant Company to improve the energy efficiencies of all Town owned buildings which would lead to greater cost savings for the Town.
- The Maintenance Department rebuilt the dormers on the back side of the Library that lead to a cost savings of over \$8,000. A new shingled roof was installed on the dormer side by A. Secondino & Son, Inc. which carries a life time warranty.
- Completed the software upgrade to the HVAC Energy Management System at the Library and the Police Department.
- The Maintenance Department repaired a damaged heat exchanger due to the extreme cold winter temperatures for the A/C chiller at the Senior Center that resulted in minimal downtime and cost savings while performing the repairs in-house.
- Town Hall's roof repairs continued throughout the building during the year on an as-needed basis. Electrical repairs were made to the ventilating equipment in the gym for better air exchange and air quality for the summer camps and all around gym use.
- The exterior of the Kellogg Eddy House was painted and all the windows were re-glazed and broken panes & missing wood trim were replaced. New shutters were painted and installed by the Maintenance Department.
- New underground electrical service was installed at Mill Pond Park and the old telephone poles were removed for safer and better Extravaganza electrical control for the vendors.
- Fire House 1—Abatement was performed on the boiler, pumps and associated piping to prepare for the installation of the new High Efficiency Boiler replacement.

## 2015-2016 Goals

- Continue a yearly comprehensive survey of the physical conditions of Town Buildings to include infrared inspections of the electrical & mechanical systems to provide a proactive approach to continued scheduled maintenance.
- Continue to schedule roof replacements & major building heating component replacements as priority items and as budget allows during the next year.

| Department Phone Numbers       |  |
|--------------------------------|--|
| Assessor                       | 860-665-8530   |
| Building                       | 860-665-8580   |
| Engineering                    | 860-665-8570   |
| Facilities Management          | 860-665-8579   |
| Finance                        | 860-665-8520   |
| Fire                           | 860-667-5900 (routine)<br>911 (emergency)              |
| Fire Marshal                   | 860-667-5910   |
| Health District                | 860-665-8588   |
| Highway<br>Sanitation Division | 860-667-5810<br>860-667-5874                           |
| Human Services                 | 860-665-8590   |
| Information Technology         | 860-665-8555   |
| Lucy Robbins Welles<br>Library | 860-665-8700   |
| Parks & Recreation             | 860-665-8666   |
| Police                         | 860-666-8445 (routine)<br>911 (emergency)              |
| Registrar of Voters            | 860-665-8516 (Democratic)<br>860-665-8517 (Republican) |
| Revenue Collection             | 860-665-8540   |
| Senior & Disabled Center       | 860-665-8778   |
| Town Clerk                     | 860-665-8545   |
| Town Manager                   | 860-665-8510   |
| Town Planner                   | 860-665-8575   |

# Finance Department

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## ***Ann Harter, Director***

The Department of Finance consists of the Administration and Accounting, the Assessor's office and Revenue Collector's offices. The Administration and Accounting office has the responsibility of administering the Town's finances and accounting for all Town funds. The office provides complete accounting services for all the boards, commissions and departments of the town except the Board of Education. Detailed statements of this accounting appear in the Town's Comprehensive Annual Financial Report, which is on file in the Town Clerk's Office, excerpts of which are included in this report. In addition, the office helps develop and administers the Town budget, handles the daily Treasury operations and manages cash and debt obligations.

### **Mission Statement**

*To provide accurate, timely financial reporting, information & services to Town departments, the public and policy leaders. We strive to stay current on accounting standards and financial practices and procedures in order to provide cost effective services and financial information to all users of Town financial information.*

### **2014-2015 Highlights**

#### **Accounting and Administration**

- For the twenty-fifth consecutive year, the Town was awarded the Certificate of Achievement for Excellence in Financial Reporting for fiscal year 2013-2014. The Town received this national recognition for its financial report by the Government Finance Officers Association of the United States & Canada.
- The Town benefits from a high credit rating of AA+ by Standard & Poor's and Aa2 by Moody's Investor Services.
- In accordance with the recently issued Government Accounting Standard Board (GASB) Statement No. 67 & 68, the Town Council adopted a Pension Funding Policy that provides guidelines to determine the Town's annual funding contribution to the defined benefit pension plans.
- The new release of MUNIS, the Town's accounting system, was successfully installed during the month. Staff was involved testing the system's many modules. The Information Technology Department was instrumental in the successful installation with minimal interruption to departments.
- Cash management systems were established at Bank of America to accommodate for automated transactions associated with the processing of medical claims, flexible spending, ICMA contributions and debt service payments.

## **Assessor**

***-S. Steven Juda***

The mission of the Newington Assessor's office is to fulfill in a timely manner the requirements of Connecticut state law relative to the assessment of real property, personal property, and motor vehicles, in a way that provides residents, administrators, and professionals with accurate, and timely information, ensuring that all taxpayers are treated in the most equitable manner possible, within a caring and responsive environment.

Real Property is assessed at 70% of a base year of value established on the October 1, 2011 revaluation. Commercial Personal Property and Motor Vehicles are assessed at 70% annually. The Grand List consists of over 12,000 real estate parcels, 1,400 commercial personal property accounts and over 30,000 taxable motor vehicles. The office is also responsible for assisting special service programs by annually updating over 550 elderly, 50 blind, 6,100 special assessment adjustments for veterans, and 250 disabled exemptions for Newington taxpayers.

### **2014-2015 Highlights**

- Provided professional service to general public and taxpayers.
- Completed October 1, 2014 grand list on time as required by law.
- Completed 6 court case appeals on the 2011 grand list which was the last revaluation.
- Continued to maintain and administer the computer interface with the Geographic Information System (GIS) and the Town of Newington website.
- Prepared and delivered RFP for 2015 revaluation services. Signed contract with eQuality out of Waterbury, Connecticut and converted software from Vision 7.0 to eQuality.
- Continued to update Vision software for daily updates to the internet.
- Sent out 500 Income and Expense forms to owners of commercial properties.
- Processed over 500 applications for elderly tax relief and sent required reports to the state.

### **Department Goals FY 2015-2016**

- Continue to provide taxpayers with courteous, professional & responsive service in a timely manner.
- Maintain an equalized tax base according to State Statutes and professional appraisal/assessment standards.
- Complete the revaluation of the October 1, 2015 grand list on time and schedule appeals.
- Prepare court defense of appeals emanating from the 2015 revaluation of all real estate.

# Finance Department

| 2014 NET GRAND LIST |                        |                        |                |                    |
|---------------------|------------------------|------------------------|----------------|--------------------|
| CATEGORY            | 2013                   | 2014                   | PERCENT CHANGE | DOLLAR CHANGE      |
| REAL ESTATE         | \$2,197,055,035        | \$2,198,497,030        | 0.1%           | \$1,441,995        |
| PERSONAL PROPERTY   | \$136,146,200          | \$136,180,879          | 0.0%           | \$34,679           |
| MOTOR VEHICLE       | <u>\$216,032,070</u>   | <u>\$216,823,515</u>   | 0.4%           | <u>\$791,445</u>   |
| <b>TOTAL</b>        | <b>\$2,549,233,305</b> | <b>\$2,551,501,424</b> | <b>0.1%</b>    | <b>\$2,268,119</b> |

| MANUFACTURING EQUIPMENT EXEMPTION |                     |                     |                |                    |
|-----------------------------------|---------------------|---------------------|----------------|--------------------|
| CATEGORY                          | 2013                | 2014                | PERCENT CHANGE | DOLLAR CHANGE      |
| GROSS PP                          | \$205,421,100       | \$214,781,469       | 4.6%           | \$9,360,369        |
| MFG & OTHER                       | <u>\$69,274,900</u> | <u>\$78,600,590</u> | 13.5%          | <u>\$9,325,690</u> |
| <b>NET PP</b>                     | \$136,146,200       | \$136,180,879       | 0.0%           | \$34,679           |

The October 1, 2014 grand list for Newington increased by 0.1% over the 2013 grand list. This increase is primarily attributable to new real estate construction. The 2014 grand list is subject to further adjustments by the Board of Assessment Appeals, and pending and future court cases. At the current mill rate of 34.77 and a collection rate of 98% the grand list increase will provide approximately \$77,300 in additional funds.

### Total Grand List

The 2014 net grand list shows a net increase of \$2,268,119, or +0.1% above the 2013 net grand list. This increase is due to a number of events that are explained in the following paragraphs.

### Real Estate

The 2014 net real estate grand list increased from \$2,197,055,035 to \$2,198,497,030, an increase of \$1,441,995 or 0.1%. The increase is due to significant new construction that occurred in Newington. The table below shows that Harvest Village development and new building permits accounted for a good increase while the Board of Assessment Appeals, continuing court actions, and additional exemptions produced a reduction. The changes to the real estate sector of the grand list are illustrated in the table below:

| Summary of Significant Real Estate Changes to 2014 Grand List |                     |                                  |                     |
|---|---------------------|----------------------------------|---------------------|
| <u>2014 Grand List Increases</u>                              |                     | <u>2014 Grand List Decreases</u> |                     |
| Harvest Village LLC   | \$3,469,120         | Board of Assmt. Appeals          | -\$1,190,708        |
| Properties with Building Permits                              | <u>\$3,413,848</u>  | Court & Other Reductions         | -\$1,459,016        |
| Increases   | \$6,882,968         | Increase in Exemptions           | <u>-\$2,791,289</u> |
|   |                     |                                  | -\$5,441,013        |
| Decreases   | <u>-\$5,441,013</u> |                                  |                     |
| Net Change  | \$1,441,955         |                                  |                     |

### Motor Vehicles

The 2014 motor vehicle component of the grand list increased by \$791,445 dollars, or 0.4% over the 2013 grand list. The motor vehicle grand list for 2014 is \$216,823,515. Traditionally the motor vehicle sector experiences greater growth than what occurred on this grand list.

### Personal Property

The personal property component of the 2014 grand list experienced an increase of \$34,679, or 0.0% above the 2013 grand list on a net basis. The personal property gross grand list increased by \$9,360,369 but was offset by the non-reimbursable exemptions for manufacturing equipment that increased by \$9,325,690. There were 768 accounts that received an increase in their respective assessments while 598 accounts experienced a decrease.

# Finance Department

## **Revenue Collector**

-Corinne Aldinger, CCMC

The Tax Office is responsible for the administration of all billing and collection activity for all real estate, motor vehicle and personal property taxes. It is the largest source of the Town's operating revenue, and necessitates the billing and collection of taxes. These taxes are essential to provide the services for the Town's residents, Town departments, youth and elderly programs, and to provide the funds for the Board of Education to operate at peak levels to highly educate the children in our community.

The primary objectives of the Revenue Collector are to secure the maximum collection of revenues due the town, maintain accurate collection records, ensure proper controls and safeguard the revenue collected. When these objectives are accomplished in an efficient manner they reflect the financial well being of the Town, which is the backbone of the municipality in regard to fiscal debt and bonding ability. This office enforces Connecticut State Statutes by operating in accordance with guidelines established by the Office of Policy and Management. Revenue generated by all other Town departments is balanced in the Tax Office and then deposited.

The office of the Revenue Collector also serves as a center for property tax information. The staff assists attorneys, title searchers, real estate agents, residents and others regarding payment history & other information available from the tax records. agents, residents & others regarding payment history & other information available from the tax records.

### **Tax Collection Activity FY 2014-2015**

|  |                 |
|--|-----------------|
| Taxes on Current Levy                        | \$86,990,856.38 |
| Taxes on Motor Vehicle Supplemental List     | 887,843.09      |
| Taxes on Prior Years List                    | 650,600.69      |
| Interest, Liens and Other Fees               | 399,168.58      |
| Taxes on Advanced Collection 2014 Grand List | 2,994,384.35    |
| Taxes and Fees Collected                     | \$91,922,853.09 |
| Collection Rate on Current Levy              | 99.2%           |

### **TOWN OF NEWINGTON, CT**

#### **TOP TWENTY FIVE TAXPAYERS - 2014 GRAND LIST**

| <b>RANK</b> | <b>TAXPAYER</b>                            | <b>DESCRIPTION</b>    | <b>GROSS</b>         |
|-------------|--|-----------------------|----------------------|
| 1           | CONNECTICUT LIGHT & POWER CO               | UTILITY               | \$37,538,380         |
| 2           | GKN AEROSPACE NEWINGTON LLC                | MANUFACTURING         | \$24,315,170         |
| 3           | IREIT NEWINGTON FAIR LLC                   | SAMS                  | \$20,376,250         |
| 4           | NEWINGTON VF LLC                           | WALMART               | \$19,941,210         |
| 5           | TLG NEWINGTON LLC                          | STOP & SHOP/BOB'S     | \$17,840,490         |
| 6           | CENTRO GA TURNPIKE PLAZA LLC               | PRICE CHOPPER & DICKS | \$17,360,000         |
| 7           | NEWINGTON GROSS LLC                        | STEW LEONARDS         | \$17,150,000         |
| 8           | MANDELL PROPERTIES LLC                     | PRINTING/MAILING      | \$15,718,530         |
| 9           | SAPUTO DAIRY FOODS/CATAMOUNT NEWINGTON LLC | RETAIL                | \$14,587,360         |
| 10          | HAYES KAUFMAN NEWINGTON ASSOCIATES         | RETAIL                | \$12,903,881         |
| 11          | SCELZA/LANDMARK/CAMBRIDGE/BALDWIN          | APARTMENTS            | \$11,787,831         |
| 12          | HARTFORD HOSPITAL                          | APARTMENTS/LAB        | \$11,161,100         |
| 13          | NEWINGTON 2007 LLC                         | MANUFACTURING         | \$10,601,870         |
| 14          | BALF COMPANY THE                           | MANUFACTURING         | \$10,553,030         |
| 15          | RENO PROPERTIES II LLC                     | MANUFACTURING         | \$9,898,336          |
| 16          | LOWES HOME CENTERS INC. #623               | RETAIL                | \$9,870,000          |
| 17          | FURNITURE EXECUTIVES NO 4 L P              | RETAIL                | \$9,800,000          |
| 18          | TARGET CORPORATION T 1802                  | RETAIL                | \$9,625,000          |
| 19          | BRE SELECT HOTELS PROPERTIES LLC           | COURTYARD MARRIOTT    | \$7,083,010          |
| 20          | GRISWOLD HILLS OF NEWINGTON LTD PARTNER.   | APARTMENTS            | \$6,668,430          |
| 21          | CONNECTICUT NATURAL GAS CORP.              | UTILITY               | \$6,634,470          |
| 22          | BERLIN NEWINGTON ASSOCIATES LLC            | RETAIL                | \$6,300,000          |
| 23          | SUNBELT RENTALS INC                        | RENTAL                | \$6,003,260          |
| 24          | COHEN FAMILY LIMITED PARTNERSHIP           | APARTMENTS/RETAIL     | \$5,929,910          |
| 25          | FENNWOODE DEVELOPMENT LLC                  | APARTMENTS            | <u>\$5,797,420</u>   |
|             |  |                       | <b>\$352,444,938</b> |

This list reflects the gross assessment for the properties. Some accounts receive manufacturing exemptions which reduce the actual tax paid.

# Newington Community Services

## Human Services

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### **Karen Futoma, Director**

The Human Services Department provides a variety of human service programs and services for children, youth, adults, elderly, persons with disabilities and families. Service areas include information and referral, community education and coordination, prevention and positive youth and family development, social work and case management, clinical therapy, crisis and disaster response, and economic assistance.

#### **Mission**

*We serve residents of all ages to achieve their maximum quality of life by increasing their knowledge, skill and self-sufficiency through a comprehensive coordinated continuum of social work & community services.*

#### **Our Motto:**

"A Helping Hand For All Ages."

#### **2014-15 Highlights:**

- The Town of Newington (Department of Human Services) initiated a statewide grassroots effort to address the issue of Hoarding, emphasizing health and safety concerns. A working group was established with statewide representation from municipal human service, fire, police, building, animal control, legal, housing, court, public health and mental health, CCSU, DCF and Elderly Protective Services to discuss and enhance protocol, policies and intervention strategies. We enlisted the support of Senator Paul Doyle who wrote SB 18 to form a statewide taskforce to study hoarding. The group formed subcommittees to concentrate on various aspects of hoarding throughout the year. While the bill passed in the Senate, it died in the House due to budget chaos, but we are confident a new bill will be introduced and hopefully passed next fiscal year.
- The Hoarding Working group organized and held its first and what we hope to become an annual conference on Hoarding on May 4, 2015 with the co-sponsorship of CCSU, CT Environmental Health Association, CLASS and Windham Social Services. Over 300 people attended. The group also researched and created a resource binder which every attendee received. CT Train videotaped the conference so it is available for viewing online for free. More than 300 individuals statewide joined our working group, many of whom were actively involved.
- Human Services initiated a Newington Safe Homes Task Force with various town departments including health, fire, building and zoning, EMS, animal control, police, human services, senior & disabled center and town manager's office. The purpose of meeting is to collaborate, address concerns, complaints and identify at-risk residents/housing situations in Newington and work toward resolution of safer living.
- There was significant collaboration with police, fire, health, building & zoning, senior & disabled center, library, tax, parks and recreation and the schools. This included at-risk situations, crisis intervention and program development.

- Director Futoma, Coordinators LaBrecque and Meskill and Social Worker Pam Wassik continue to participate in monthly CERT meetings to build relationships with CERT volunteers and attend educational trainings offered.
- The department was awarded a second consecutive year \$10,000 OPM grant (June, 2014) for an Adventure Builds Bridges Police/Youth initiative that fosters positive relationships between youth and police. The grant was implemented during the 2014-2015 academic year. 28 students and 8 police officers participated in 12 activities throughout the year, including a community service project assisting the food collection by the postal carriers.
- A Depression Forum & screening was offered on Oct. 8, 2014. Youth Mental Health First Aid certification training was offered to community members on Oct. 18, 2014.

#### **Program Highlights:**

**Prevention and positive youth development programs** are offered through a variety of activities teaching skills in decision-making, problem-solving, communication, team co-operation leadership and community service:

- ◇ Overall, positive youth development programs grew from 2,641 to 3,115 program registrations, an 18% increase this fiscal year. These programs include SCORE, ALPS, Adventure Builds Bridges/Police Youth Challenge, NHS Awareness Program, Summer Youth Adventure and the Newington Challenge Course.
- ◇ A new initiative, called SUCCESS/ALPS replaced the former ROPE program. This program has us working with 5<sup>th</sup> graders instead of 6<sup>th</sup> graders, allowing us to teach good decision-making, problem-solving skills earlier. This past year, 342 fifth-grade students participated in this program as part of the school health and wellness curriculum.
- ◇ Another new initiative was the start-up of LEAD, Leadership Education Advisor Development, to develop high school mentors that will be with our youth programs year round and take a leadership role with summer mentors. This year 8 students participated in this program.
- ◇ Student Challenge of Recreation/Education (SCORE) offered after-school activities and opportunities to middle school age youth. There was a nice increase in SCORE participation this year from 420 last year to 489 participation slots filled serving 112 youth.
- ◇ The Summer Youth Adventure (SYA) Program had a full schedule of cultural, educational and adventure activities saw a significant increase from 441 to 565 program participation slots filled with youth entering fifth through ninth grade. 121 unduplicated youth participated with a 15% increase from last year.
- ◇ The high school self-awareness group is a collaboration with the high school psychologist and special education services to provide social skill enhancement programs through experiential education opportunities such as hiking, canoeing, geo-caching, challenge course and in-class sessions involving team building exercises. 24 youth participated.

# Newington Community Services

## Human Services

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### 2014-15 Program Highlights Continued:

- ◇ The Outdoor Challenge Ropes Course offered low and high element initiatives to 1,303 participants comprised of school age youth, college students, businesses, Houses of Worship, other town youth service bureaus and non-profits. We have seen an increase in participation for the past three years. One Eagle Scout earned an award for a project enhancing the challenge course. This year's project was building a rack for storing our kayaks.
- ◇ Youth and adults are also offered community service placements as required by the justice system. Community service projects included community clean ups, assistance with the food bank and high school youth mentoring middle school youth. 38 youth and adults provided community service hours this year. We took fewer individuals but served people who had larger community service hour requirements. The average number of hours increased from 50 to 35 per person, with many more adult offenders requesting hours.
- ◇ The alternate Washington D.C. trip option was provided to 35 8<sup>th</sup> grade John Wallace Middle School students in May with a day spent on the Challenge Course.
- ◇ Field games were also provided for 95 4<sup>th</sup> grade students end-of-year picnic for Ruth Chaffee.
- ◆ Parks and Recreation summer staff spent a day out at the challenge course with Rik Huggard for some team building activities.
- **Youth & Family Counseling Programs**
  - ◇ Community education and parent programs sponsored this year included "Getting Ready for Kindergarten."
  - ◇ Human Services co-facilitated the high school "Truth About Hate" program co-sponsored by the Anti-Defamation League and Human Services.
  - ◇ The Juvenile Review Board is an alternative and early means of identifying and assisting youth seventeen and younger whose behaviors put them at risk. The Board is composed of representatives from Police, Schools, Human Services, Juvenile Court, State Department of Children and Families. This year 12 youth and their parents appeared before the Board for incidents such as vandalism, shoplifting, fighting, criminal mischief, disorderly conduct, bullying, truancy, defiance of school rules and domestic conflict.
  - ◇ A first time mini grant was awarded by CYSA via DCF to enhance Juvenile Review Boards. The grant was utilized to enhance and further develop a resource directory for community service placements for youth, as well as adults, to fulfill their requirements. We anticipate a second year grant opportunity as well for FY 2015-2016.
  - ◇ A new grief group was initiated in response to a student suicide, providing support to youth through the school year.
  - ◇ Several staff attended multiple trainings and conferences related to a variety of mental health topics.
  - ◇ Pat Meskill attended a one week certification program to become a Mental Health First Aid Instructor, expanding our capacity of class offerings providing a cost savings, as well.
- ◇ Pat also provided ongoing consultation to Parks and Recreation staff, and local day care providers. She also provided a training for summer P & R staff to identify at-risk situations and protocol for intervention/referral.
- ◇ Youth and Family Counseling handled an average of 16 cases per month.
- **The Food Bank, Holiday Food and Gift programs, Energy Assistance, Clothing Closet and Special Needs Fund** assist eligible residents with basic need assistance. Newington households in need continue to feel the impact of the difficult economy as a result of unemployment, underemployment, fixed income, healthcare costs and ever-increasing expenses.
- ◇ The Food Bank averaged 140 households monthly. The Mobile Foodshare site (Newington collaborates with them) provides a free food distribution every other week to approximately 132 visits per month. The annual holiday programs served 426 households representing 886 children, adults and elderly. Clothing closet use was steady and this year, 518 bags of clothing were distributed compared to 357 last year. This increase reflects the inclusion of winter clothing distributed to more than 200 households during our Thanksgiving food distribution day. Approximately 100 students received backpacks and school supplies in August.
- NEW THIS YEAR: Additional industrial food storage shelves and a firewall were installed to create permanent food storage on the auditorium stage.
- NEW THIS YEAR: Participation in a newly formed Newington HAT (Hunger Action Team) in collaboration with Foodshare. HAT's mission is to reduce/eliminate hunger in Newington.
- ◇ Donations of money, gift cards, food, clothing and gifts were received to support residents in need throughout the year.
- ◇ Social Worker, Pamela Wassik collaborated with the Shop with the Cop program and provided transportation for Newington youth participants to attend this year's event in Southington.
- ◇ Staff also administered the Operation Fuel Program which saw a rise in applicants. Thanks to an increased allotment in Operation Fuel funds, we almost doubled the number of residents who were granted funding. Those served increased from 65 last year to 71 households totaling almost \$30,000 in heating.
- ◇ Special Needs award decreased from 125 to 91 requests this year. Special Needs Funds assist with emergency bills such as medical, medication, energy and housing.
- **More than 200 dedicated volunteers** continue to make a difference to residents in need.
- ◇ Volunteers help sort, organize, stock, shop for food, pick up donations & assist resident shoppers using the food bank. They also volunteer to coach computer use & prepare & distribute for the holidays, along with general department support. A local AARP chapter & the Newington Public School's Transition Academy students continue to sort & launder clothing donations regularly. Our annual Volunteer Recognition Dinner was held in April.
- ◇ Two undergraduate social work students interned this past fiscal year.

# Newington Community Services

## Human Services

### 2015-2016 Goals

- Continue to maintain quality casework services to meet the needs of all Newington residents. Maintain private funding and social work support for emergency basic need assistance in response to increased need and continued diminishing resources.
- Continue to enhance and provide quality youth programs and counseling services, while exploring new programs and services based on identified needs. Expand and enhance counseling support through provision of clinical/support groups.
- To continue to grow participation in youth adventure programs, including 4<sup>th</sup> grade offerings.
- Expand challenge course programming.
- Enhance the JRB program through a 2<sup>nd</sup> year grant awarded.
- Continue to enhance staff skills and knowledge through attendance in training and workshops that will keep us current in ever-changing needs and trends.
- To continue to offer community suicide prevention and other mental health topic presentations/trainings while continuing to provide educational opportunities for Town employees to enhance understanding, identifying and responding to those with mental health issues in a supportive, helpful manner. Mental Health First Aid training opportunities will increase, as we now have an in-house certified trainer.
- Continue to explore grant and fundraising options to support our programs and services, including positive youth development.
- Initiate and collaborate with other town departments and community members to develop an artistic wooden pallet furniture program for display throughout the town. It involves recycling, community service, intergenerational opportunities, as well as town beautification opportunities.

### ANNUAL STATISTICS

|                              | <u>2014-15</u>     | <u>2013-14</u> |
|------------------------------|--------------------|----------------|
| Youth & Family Counseling    | 65*                | 105*           |
| Average Monthly Y & F Cases  | 16* (new)          | —              |
| Youth & Family Service Hours | 637*               | —              |
| Social Casework              | 632*               | 613            |
| Ave. Monthly Casework Cases  | 102* (new)         | —              |
| Casework Service Hours       | 1725 hrs.<br>(new) | —              |
| Special Needs                | 91 cases           | 125 cases      |
| Food Bank                    | 1690 Visits        | 1755           |
| Open Air Market              | 1584 Visits        | 1963           |
| Clothing Closet              | 478 Visits         | 270            |
| Holiday Food, Gifts          | 426*               | 434*           |
| Positive Youth Development   | 3115 reg.          | 2641 reg.      |
| Juvenile Review Board        | 12 cases           | 16 cases       |
| Information & Referral       | 9467 re-<br>quests | 7188 requests  |

\*Households

### Youth-Adult Council

The Youth-Adult Council (YAC) acts as an advisory to the Human Services Department. The members are appointed by the Mayor and represent parents, youth, police, schools, library, business and liaisons from the Town Council, Board of Education and Parks and Recreation. Their purpose is to review youth and family issues and foster community education and support among agencies and residents.

- Each year YAC sponsors the Super Hoop-La Basketball Game involving students from every elementary and middle school. They compete in a friendly tournament to raise funds for three scholarships awarded to graduating high school students. In April, 2015, 94 teams, representing approximately 400 elementary and middle students participated with another great year of family and friends cheering them on in the stands. Three high school students were selected to receive scholarships of \$600 each after submitting an essay that reflected their going above and beyond in community service.
- YAC also spent time to enhance active youth member involvement. As a result, youth members identified a need at the high school and initiated a mentorship program between seasoned high school students/graduates and students struggling through the application process for colleges and other higher education opportunities. Going forward they hope to increase student involvement/representation with YAC.
- Through an annual grant from the Capital Area Substance Abuse Council, substance abuse prevention/education programs were offered to middle and high school age youth. The grant also supported the High School Graduation Celebration & allowed Youth Services Coordinator, Rick Huggard to attend a multi-day youth conference held in Hartford.

### Human Rights Commission

The purpose of the Human Rights Commission is to promote understanding and respect among all racial, religious, ethnic and other groups, and to secure equality of, and opportunity for all people. Commission members are appointed by the Town Council and conform to State and Federal laws regarding discrimination.

- HRC designed, printed and distributed bookmarks with a positive human rights message at the Waterfall Festival.
- The HRC participated in the Business Showcase in March, 2015 to become more visible.
- An essay contest was initiated, "What does Human Rights mean to you?" Unfortunately, no submissions were received. HRC is working hard to become more visible to Newington residents.

### Fair Rent Commission

- Fair Rent heard its first complaint in several years. Director Futoma and Coordinator LaBrecque attended several hearing sessions facilitated by Town Attorney Peter Boorman and participating Commission members.

### Committee on Community Safety

- The Committee on Community Safety advises the Town Council regarding the needs & potential solutions for ensuring the safety of the community. The Committee is comprised of 7 citizens with 3 Town Council Liaisons, 2 Board of Education Liaisons & 1 Liaison from the Youth-Adult Council. This committee was inactive this fiscal yr.

# Lucy Robbins Welles Library

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## **Lisa Masten, Director**

Newington's Library continues to be a vital community center providing information, education and cultural enrichment to its patrons, both in-house and virtually through the library's website, Facebook, Twitter and e-mail notifications. Library staff is committed to providing professional, friendly and excellent customer service.

This past year 204,054 people visited the library and another 104,027 visited the library via the library's website. We circulated 373,985 items and the reference staff answered 63,071 questions. With the migration to new library software from SIRSI to Innovative, the recording of circulation statistics was different. Next year will give a more accurate comparison of circulation statistics from previous year to the current year.

## **2014-2015 Highlights**

**Personnel:** Two longtime employees retired this past year. Shirlee-Ann Kober, Head of Community Services, retired at the end of Dec. after 23 years of service. Michelle Royer, a full-time Children's librarian was hired for this position. Beth Mendelsohn, a children's part-time substitute was hired as the new full-time Children's librarian. Terri Planco, a full-time Reference/ILL librarian retired in Oct. after 14 years. Her position was revamped to include reference & technology duties & Jennifer Hebert, a part-time Reference/Technology librarian was hired as the new Digital Services librarian. Part-time Reference librarian Carlene Peterson moved to Jennifer Hebert's former position & Nicole Nichols, a part-time Collection Management/Circulation librarian was hired to replace Ms. Hebert as the part-time Reference librarian. Kristian Sutay, a part-time Circulation librarian moved into Nichols old position. Kelly Clark, a part-time Circulation substitute was hired to replace Kristina Sutay. Staff continued to take advantage of the great programming offered by the *CT State Library & Connecticut Library Consortium*. In-house training was also offered to help staff learn the new ILS software, Microsoft Office 2013 & new online databases & devices.

**Technology:** The library received new computers for the staff & public. A 60" TV that can be used for computer presentations was added to the Lienhard Room. Staff has been using this room for technology training for the public as well as other staff. Outside groups using this for meeting space now have ways to project from laptops during meetings.

Use of digital downloadable material continued to grow. 34,388 eBooks were downloaded. With *Zinio*, a digital magazine service, 1,918 magazines were downloaded from a collection of 60 titles. 5,770 songs were downloaded or streamed from *Freagat* & 3811 movies were downloaded from the new service Hoopla that was added in late spring.

The Library's migration to a new integrated library system (ILS) called *Sierra by Innovative Interfaces, Incorporated* in June 2014 was completed. Staff have been adjusting to the new library software. Some functionality has been gained with the new software & some has been lost. There has been some frustration with response time. This has been a nationwide problem for Innovative Interfaces, Inc. While there has been progress on the problem it still happens periodically.

The RFP for the Library Automated Collection Management System was awarded in the fall to *mk Solutions* from Bloomfield, CT. Staff began the process of tagging the collection with RFID tags & then encrypting information about each item onto the tag & then into the library ILS software. When the process is finished, staff & patrons will be able to checkout & check-in

materials by placing the items on a RFID pad. This should help streamline the process & help the library better control inventory. The library continued to offer several kinds of technology programs for the public. Instructional technology problems to help patrons learn how to use specific devices, software or online services were offered throughout the year. These programs included *Free eBooks, eMagazines & Digital Music, Getting to Know Your iPad, Getting to Know your iPhone, Instagram Basics, Using Encore: The New Library Catalog, Get Started Reading with Overdrive eBooks, Hoopla Digital Media Service, Favorite iPad Apps, Twitter & Instagram Basics, Twitter & Instagram & New Online Technology & Language Classes @ the Library*. Another kind of technology program offered was a drop in tech troubleshooting program called *Tech Troubleshooting with Teens*. And finally two types of one-on-one programs were offered that allowed patrons to make a one-on-one appointment with a librarian during the day to help with technology questions or Tech 4 U, a new nighttime program that offered 45 minutes appointments with a librarian for one-on-one technology help. A total of 38 technology programs were offered to 361 people.

**Children's:** The children's staff presented 710 educational & entertainment programs to 23,641 children & their caregivers. The Children's Summer Reading Program "Fizz, Boom READ" kicked-off a summer of reading & activities related to science. Over 1,185 children participated by reading, earning prizes & being entertained. The children's staff finished out the season by working with the schools to hold award assemblies featuring a science show by *The Discovery Museum*. *The Annual John & Adella Sliva Memorial Young People's Literary Series* event welcomed author NYT bestselling author, Chris Grabenstein, He entertained 3<sup>rd</sup> & 4<sup>th</sup> graders with readings from his book *Mr. Lemonciello's Library*. He then visited 5<sup>th</sup> & 6<sup>th</sup> graders & ended his day at the library signing copies of his book. Mr. Grabenstein waived his speaking fee when the library purchased more than 100 copies of his book.

The library was one of 20 libraries in the state to receive a Makerspace Junior *Lego* kit, a kit with over 10,000 *Lego* bricks, from the State Library & the American Library Services to Children section of the American Library Association. Once a month on Sundays during the winter, the children's staff offered a Family Makerspace program featuring a story centered around construction or building & time to create a project from the *Lego* bricks based on the story.

Other highlighted programs throughout the year included a "Fetch a Good Book" winter reading program, the *4th Annual Take Your Child to the Library Day, Ready for Kindergarten, & Magic with Greg & his dog Axel*. Staff continued to be very active in the community & schools. Their dedication to promoting literacy & supporting children's education was evident by all of the outreach they did every month. They provided weekly visits to preschools & daycares, hosted school visits at the library & attended many school functions. A wide variety of regular programs including story times, *Construction Club, Cozytime Stories*, and many more rounded out the year.

**Teens:** 54 programs were offered to an audience of 2,357 teens. The Teen Summer Reading Program "Spark a Reaction @ the Library" had 155 teens reading & participating in the many science-themed programs. Many of the more popular programs continued to promote hands-on learning & creativity. The teen librarians were thrilled to host a Skype author visit with the very popular teen author Ellen Hopkins at the Newington High School. A new program series kicked off in the late spring of 2015 called *Life Hack*. These programs were geared towards helping teens learn useful life skills. The first set of programs offered were *Personal Safety & Whole Foods Cooking Demonstration*.

# Lucy Robbins Welles Library

## Highlights Continued

Reading was still emphasized with book clubs at the middle schools & high school & a diverse collection & reading suggestions to support the school curriculum & leisure reading.

**Adults:** Staff planned & implemented 127 programs to 4,718 adults. The series programs offered throughout the year continued to be very popular. *Brown Bag It with a Book Discussions* had a growing number of participants for each book discussion. Books read & discussed were *Defending Jacob*, *Sill Alice*, *Invention of Wings* & *Midwives*. A Skype author visit with the author of *Midwives*, Chris Bohajian was an added bonus to this discussion. Other highlights in Adult Programming included very successful adult summer & winter reading programs & summer jazz concert. Patrons learned how to repurpose old books into novel planters, literary clocks, folded art, keepsake boxes & holiday trees as part of the *Redefined READS* programs. Some patrons checked out books wrapped in newspaper & labeled only with the type of genre like fiction and mystery & no title. Each book was a surprise. Also, another new series program was added in the spring titled *A Taste of Connecticut*. These programs featured some of the tasty products made in Connecticut! Patrons learned about the process & were able to sample some of the items as well. The first two programs offered were before the end of June were *PEZ Candy* & *Wine Making with Gouveia Vineyards*.

**Library Board of Trustees:** The Library Board of Trustees continued to celebrate the library's 75<sup>th</sup> anniversary through most of 2014. Special events celebrating the year 1939, when the library first opened, were offered. The August movies series titled *Great Films from 1939* featured *Stagecoach*, *The Women*, *Goodbye Mr. Chips*, & *Mr. Smith Goes to Washington*. The library was transformed into Emerald City & Oz for the *Wizard of Oz Premiere Extravaganza* that celebrated the 75<sup>th</sup> anniversary of the release of the *Wizard of Oz*. Patrons walked into the library & could mingle with Dorothy & Toto, the Tin Man, The Cowardly Lion or the Wicked Witch of the West. They could eat snacks originally released in 1939 like *Rice Krispie bars* & *Hershey Miniatures*. Then they chose which of the three simultaneous viewings of the *Wizard of Oz* they wanted to attend - the sing-a-long version, kid friendly version or the purist version. This event was a huge success bringing people of all ages together for a fun night.

**Friends of the Library:** The Friends continued to fundraise & advocating for the Newington Library. A successful membership drive, two book sales, a *Wine & Cheese Social* & bus trips to New York City. This is a fun & dedicated group of individuals who work so hard throughout the year to support the library. Friends President Mary Wood went above & beyond by hosting a film Sunday film series titles *Shakespeare Sundays*. To kick-off the library Sunday opening in November & to celebrate the anniversary of the birth of William Shakespeare, four film based on Shakespeare's work were shown on Sunday afternoons. The Friends finished the year with their annual meeting featuring the very popular Gil Gigliotti, a CCSU professor & expert on Frank Sinatra. Without the Friends, many of the programs, museum passes, DVDs/Blu-Rays, and technology the library offers would not be possible.

## 2015-2016 Goals

- Go live with new Automated Collection Management System.
- Continue to pursue funding opportunities to offer innovative programming and new services to the public.
- Investigate alternatives to print management software that offers easy to use wireless printing.
- Evaluate current state of the library website for possible redesign for better user experience.
- Continue with staff training and professional development.
- Work with the Library Board of Trustees to pursue expansion of the library in the near future.

## Statistical Summary

| Circulation               | 2015    | 2014    | Gain/Loss | % Change |
|---------------------------|---------|---------|-----------|----------|
| Adult                     | 234,243 | 242,773 | -8,530    | -3.51%   |
| Children                  | 129,811 | 124,065 | 5,746     | 4.63%    |
| Young Adult               | 9,931   | 10,547  | -616      | -5.84%   |
| DVD's                     | 92,039  | 87,988  | 4,051     | 4.60%    |
| Downloadable Books        | 34,388  | 32,438  | 1,950     | 6.01%    |
| Downloadable Mag.         | 1918    | 2679    | -761      | -28.41%  |
| Download Music#           | 5,770   | 3,758   | 2,012     | 53.54%   |
| Download Movies#          | 381     | 10      | 371       | 3710.00% |
| E-Readers                 | 138     | 190     | -52       | -27.37%  |
| Museum Passes             | 1,062   | 954     | 108       | 11.32%   |
| TOTAL CIRC. **            | 373,985 | 377,385 | -3,400    | -0.90%   |
| Days Open/Year            | 324     | 325     | -1        | -0.31%   |
| Avg. Daily Circ/Year      | 1,154   | 1,161   | -7        | -0.60%   |
| Patron Count              | 204,054 | 208,863 | -4,809    | -2.30%   |
| Avg. Patron Count         | 630     | 643     | -13       | -2.00%   |
| Self Checkout Circ.*      | 0       | 4,382   | -4,382    | -100.00% |
| Library Card Reg.         | 1,137   | 1,613   | -476      | -29.51%  |
| TOTAL # HOLDERS           | 13,603  | 11,566  | 2,037     | 17.61%   |
| Connecticard              | 92,039  | 95,081  | -3,042    | -3.20%   |
| Returns                   | 265,475 | 277,738 | -12,263   | -4.42%   |
| Sun. Circulation          | 12,014  | 13,191  | -1,177    | -8.92%   |
| Sunday Patron Count       | 6,166   | 7,154   | -988      | -13.81%  |
| Ref. Questions-Adult      | 42,357  | 42,153  | 204       | 0.48%    |
| Ref. Questions-Child      | 20,714  | 20,048  | 666       | 3.32%    |
| Total Ref. Questions      | 63,071  | 62,201  | 870       | 1.40%    |
| Comp.Use AdultTeen        |         | 43389   | -43,389   | -100.00% |
| Comp. Use Children        | 5,360   | 5,003   | 357       | 7.14%    |
| Total Computer Use        | 5,360   | 48,392  | -43,032   | -88.92%  |
| In-house Database         | 106,398 | 68,625  | 37,773    | 55.04%   |
| Remote Database           | 9,285   | 114,057 | -104,772  | -91.86%  |
| Website Visits            | 104,027 | 90,334  | 13,693    | 15.16%   |
| Holds on Shelf Pulled     | 20,105  | 11,381  | 8,724     | 76.65%   |
| III-Loans                 | 31,193  | 11,986  | 19,207    | 160.25%  |
| III-Borrows               | 21,617  | 8,241   | 13,376    | 162.31%  |
| Programs Childrens        | 710     | 766     | -56       | -7.31%   |
| Prog. Child. Attend.      | 23,641  | 24,815  | -1,174    | -4.73%   |
| Programs Teens            | 54      | 52      | 2         | 3.85%    |
| Programs Teens Attendance | 2357    | 1679    | 678       | 40.38%   |
| Programs Adult            | 127     | 129     | -2        | -1.55%   |
| Programs Adult Attendance | 4,718   | 4,861   | -143      | -2.94%   |
| Notary                    | 167     | 160     | 7         | 4.38%    |
| Volunteer Hours           | 2,324   | 1,973   | 351       | 17.80%   |
| Mtg. Rm Usage-Out         | 183     | 196     | -13       | -6.63%   |
| Mtg. Rm Usage-In          | 716     | 643     | 73        | 11.35%   |
| Study Room Usage          | 3,202   | 2,818   | 385       | 13.65%   |
| Items Added               | 12,966  | 14,578  | -1,612    | -11.06%  |
| Items Deleted             | 13,202  | 7,566   | 5,636     | 74.49%   |
| Total Library Holdings    | 179,492 | 179,728 | -236      | -0.13%   |

\*The self-service check-out was not working for the entire year.

\*\*Library ILS switched from SIRSI Dynix to Sierra by Innovative Interfaces. Circulation statistics were not compiled exactly the same. Next year will offer better comparison from year to year.

# Newington Community Services

# Senior and Disabled Center

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## **Dianne Stone, Director**

Open to all persons aged 55 and older and younger adults with disabilities; the Center provides information, opportunities and assistance through its program's and services across all dimensions of wellbeing: physical (health physical activity, nutrition), social, financial, cognitive, purpose, spiritual, environmental and emotional. These include information and referral, health prevention and promotion services, fitness and wellness, leisure and recreation, social activities and special events, life long learning, supportive services including case management, transportation and nutrition. It was the first Center in the State of Connecticut to be nationally accredited and is the designated Community Focal Point for aging services.

## **Mission**

*The Mission of the Newington Senior and Disabled Center is to improve the well-being of older adults and adults with disabilities in the Town of Newington.*

## **2014-2015 Highlights**

- Held more than 30 different health promotion & disease prevention programs throughout the year. The Center continues to adopt evidence based programs (interventions that have been proven to have a specific impact & that are designed to be delivered in the community) & currently offers LiveWell (Chronic Disease Self-Management), Diabetes Self-Management & Matter of Balance. The Center was awarded a grant to coordinate the Matter of Balance program for a 5 town region by the Jefferson House Institute. All of these programs were also made available in American Sign Language, a first for the State. The Center also continues to offer the innovative Aging Mastery Program which is being implemented nationwide. The Center's Wellness Clinic continues to be in high demand as do the Footcare Services, weekly blood pressure screenings provided by the Berlin VNA, dental cleanings coordinated by CCHD through a North Central Area Agency on Aging Older Americans Act grant & a low cost massage therapy program.
- The Center developed a collaborative partnership with 4 other area Centers to develop a first-in-nation LGBT Moveable Senior Center. The concept was well received by members of the LGBT community who are underserved and at risk. The program is funded through Connecticut Community Care, Inc.
- The Center remained under construction throughout the early part of the year with the completion of the Coffee Shop, Fitness Center, card room & Pool Room. The renovations were funded through both general fund & Center generated revenues. The Center also benefitted from the work of the employees of American Eagle Federal Credit Union who painted the pool room & outside benches as well as a general yard clean up as part of the United Way Day of Caring. This complemented the work of the Giving Garden volunteers who continued to develop the organic garden that benefits the Food Pantry.
- Received assistance through sponsorship, in kind donation of goods or services or direct assistance from more than 30 different businesses & agencies including several long term care facilities, health care agencies and town businesses.
- Through the Information & Referral Center more than a 1,000 residents got assistance with supportive programs including Energy Assistance, Renter's Rebate, Medicare Part D, ConnPace, Meals on Wheels, Tax preparation, the Medicare Savings Program (MSP) & case management.
- Held several annual events including the Annual Expo, a Senior Prom presented by students from the Hartford Magnet Trinity College Academy, the annual Police Safety Picnic a general membership meeting and the Volunteer Recognition dinner.
- Dial-A-Ride provided 17,756 trips covering 46,470 miles & was used by 228 people. The Out of Town Medical Transportation program, provided through a collaborative partnership with Wethersfield & Rocky Hill & funded by the DOT Matching Grant for Demand Responsive Transportation, continues to be fully utilized. The Center also provided information sessions about FasTrak & collaborated with the Kennedy Center to provide travel training to residents to comfortably use this option.
- Center Director Dianne Stone has been actively involved in representing municipal aging services including re-appointment to the State Commission on Aging & leadership positions with the Executive Committee of the Connecticut Elder Action Network & in the National Council on Aging/National Institute of Senior Centers (NISC). Additionally, Ms. Stone sat on the Board of the Americans with Disabilities Act Coalition of Connecticut (ADACC) & was invited to be involved in several state & national activities including attendance at the American Society on Aging Annual Conference and the Massachusetts Councils on Aging Annual Conference. Attendance at these conferences was largely subsidized by the requesting organization.
- Each month there are 200+ participation opportunities at the Center with some daily, weekly, once a month & some one time only. The total recorded attendance for the year was more than 35,062 by more than 966 people. The highest recorded activity is fitness with nutrition & leisure. New programs this year included chair yoga, Italian classes, pickleball, cake decorating & travel training. Actual attendance is higher as many participants still do not sign in & there were significant hardware issues with the database system requiring equipment replacement. The installation of door counters revealed that actual attendance may be as much as 3 times greater.
- The Senior & Disabled Center has an annual membership that peaked at just under 1,800 by the end of the year. Membership is not required for residents to use Dial-A-Ride, social & support services or to attend the congregate meal & there are more than 700 registered residents.

## **2015-2016 Goals**

- Continue to assess & respond to the changing needs of older adults and people with disabilities in the community.
- Complete a strategic plan & the National Accreditation self-assessment & accreditation process for the 3<sup>rd</sup> time.
- Continue efforts to strengthen community engagement to support aging in place.
- Build on the professional services of the Center.
- Develop programs & services that improve wellbeing with measurable goals & evaluation.

# Parks & Recreation

## ***Bruce Till, Superintendent***

The Parks and Recreation Department is comprised of two divisions—Recreation and Parks & Grounds—and provides comprehensive recreation services and facilities for Newington residents.

### **Recreation Division**

The Town of Newington has established a firm commitment to recreational resources & opportunities for its residents. The Town operates outdoor swimming pools in Mill Pond Park and Churchill Park. Indoor swimming is available at Newington High School. Tennis enthusiasts can find courts at Churchill Park and Newington High School, along with soft surface courts located at Mill Pond Park. Golfers can enjoy the beauty of the landscape at the Town-owned but privately operated 18-hole Indian Hill Country Club. Several trails and a skate park are also available.

The Parks & Recreation Department offers a wide variety of recreational programs, special events, sports leagues, bus trips, facility rentals (Churchill Park pavilions and Mortensen Community Center) and leisure opportunities for all ages, including the Teen Center, which is open for students in grades 7 to 12. Programs include Summer Playgrounds (Preschool age through Grade 7), Counselor-In-Training Program (Grades 9 & 10), Year-round Aquatics (Preschool through Adult), Community Gardens, Adult Sports Leagues (Men's and Women's Softball, Women's Volleyball, Men's Basketball), Youth Basketball (Grades 1-12) and a host of other programs and special events, including fitness and cultural programs for youth and adults of all ages. Although operated independently, youth sports organizations including T-Ball, Little League, Softball, Challenger Baseball, Soccer, Swim Club, Lacrosse, Travel Basketball, Midget Football and Cheerleading fall under the umbrella of the Parks & Recreation Department. The Department works closely with various citizen committees, civic groups and the Board of Education. The Department's Creative Playtime Preschool program is fully licensed through the State of Connecticut and open to children ages 3 to 5.

The Department also sponsors the annual Extravaganza celebration in July at Mill Pond Park, highlighted by an evening fireworks display.

### **2014-2015 Highlights**

- Approximately 100 programs with approximately 600 classes/sessions were offered throughout the year, and approximately 9,000 participants registered for these programs.
- A total of 6 bus trips were offered.
- 134 residents reserved picnic sites at Churchill Park during the 2014-2015 fiscal year.
- 97 gardeners reserved garden plots in our Community Garden program at Young Farm.

- The Mortensen Community Center accommodated hundreds of rentals for private events and meetings.
- New programs offered included Intro to Canoe, Tennis in No Time, Core Balance, Children's Sculpture Workshop, The Wizard's School of Magic, Winter Break Fun, Youth Employment Education program, Gentle Yoga for seniors & adults, Children's Painting Party and USTA Play Days.
- Free opportunities for recreation and leisure were offered, including Fun Runs, Concerts at Mill Pond Park, Pictures with Santa/Sleigh Rides, free family fishing classes, free demonstration classes, as well as free special events such as Touch-A-Truck, Family Fishing Derby, National Trails Day Bird Walk at Cedar Mountain, Night of Lights and more.
- The annual Mill Pond Park Extravaganza included a carnival, Family Tie Dye & Frozen Yogurt Party, and a concert in the park, in addition to the traditional crafts, entertainment and fireworks. The Family Pool Party had to be cancelled due to inclement weather.
- Creative Playtime Preschool Program has remained a popular choice for parents of 3-5 year old children.
- The 17<sup>th</sup> annual Benefit Golf Tournament held at Indian Hill Country Club was a success, with 70 golfers participating. Proceeds from the tournament were used for community programs such as Camp Sunrise, a camp for children with disabilities.
- A consignment ticket program for Six Flags and Lake Compounce was offered, giving residents the opportunity to purchase discount tickets at the Parks and Recreation office, which could be used for any day of the Six Flags or Lake Compounce operating season.



# Parks & Recreation

## Parks & Grounds Division






















































- Mark Ripley, Supervisor


The Parks & Grounds Division is responsible for the year round maintenance of 833 acres of parks and public green spaces, including two community parks, nine neighborhood parks, two historic properties (Kellogg-Eddy House and the Kelsey House), the Young Farm, and all public school grounds. It also maintains the Town greens, three cemeteries, the Municipal Parking Lot, the Town Center, and the grounds of all Newington public buildings. The Division is also responsible for the initial startup of the community garden plots, the picnic & recreation facilities at Churchill Park, a skate park, two outdoor swimming pools, playgrounds, several miles of hiking/biking trails, numerous public rights-of-way & cul-de-sacs, roadside mowing & flower beds & pots, & the placing of flags & decorations & lighting for the holidays. Maintenance activities include mowing, pruning, trash removal, and athletic field preparation for scholastic and recreational use, snow removal for schools and public building parking areas, sidewalks, & school walk routes through Town spaces.

### 2014-2015 Highlights

- The Nutmeg Games used the synthetic turf at Clem LeMire for lacrosse. They also used the Newington High School Baseball field. Division personnel paid extra attention to the rest rooms etc. for the ten days they were in town.

- Division personnel trenched and installed electrical conduit for the new electrical connections installed to replace the telephone poles for the Extravaganza.
- Crew members repaired 10 sprinkler heads on Memorial Field as well as addressing many other irrigation problems at the Clem LeMire Sports Complex.
- Crew members repaired a dozen broken zone valves for the NHS Soccer fields.
- Crew members refinished the basketball court in the Mortenson Community Center.
- The West Meadow Chapel was opened and set-up for the Wreaths Across America Ceremony on December 13<sup>th</sup>. The ceremony is conducted by local veterans in conjunction with the nationwide Wreaths Across America effort.
- Lester Daigle LT-17 cleaned and repaired cracks in the Churchill Park swimming pool in preparation for a June opening.
- Eric O'Neil prepared several pieces of equipment to be publicly viewed and demonstrated at the annual Touch-A-Truck event at the Town Hall.
- There were 151 interments in Town cemeteries this year.

| Parks in Newington                   | Baseball  | Softball  | Play-ground   | Multise-Fields*   | Tennis  | Pool  | Volleyball   | Bocce | Basket-ball   | Trails  | Skating   | Ice   | Picnic Shelter  | Water Features  | Skate Park  |
|--------------------------------------|---|---|---|---|---|---|--|-------|---|---|---|---|---|---|---|
| Badger Field - Walsh Ave.            |  |  |   |   |   |   |  |       |   |   |   |   |   |   |   |
| Beacon Park - Beacon St.             |   |   |  |   |   |   |  |       |  |   |   |   |   |   |   |
| Beechwood Park - Woodbridge Rd.      |   |   |  |   |   |   |  |       |  |   |   |   |   |   |   |
| Candlewick Park - Lamp Lighter La.   |   |   |  |   |   |   |  |       |  |   |   |   |   |   |   |
| Churchill Park - Main St.            |   |  |  |  |  |  |  |       |  |  |  |  |  |  |   |
| Clem Lemire - New Britain Ave.       |  |  |  |  |   |   |  |       |   |   |   |   |   |   |  |
| Eagle Lantern Park - Eagle Dr.       |  |  |  |   |   |   |  |       |  |   |   |   |   |   |   |
| Little Brook Park - Little Brook Dr. |   |   |  |   |   |   |  |       |  |   |   |   |   |   |   |
| Mill Brook Farms Park - Main St.     |   |   |   |  |   |   |  |       |   |   |   |   |   |  |   |
| Mill Pond Park - Garfield St.        |  |   |  |  |  |  |  |       |  |  |  |   |   |  |   |
| Seymour Park - Seventh St.           |  |  |  |  |   |   |  |       |  |  |   |   |  |   |   |
| Starr Park - Brook St.               |   |   |  |   |   |   |  |       |  |   |   |   |   |   |   |
| Mary Wells Park - Cedar St.          |  |   |   |   |   |   |  |       |  |   |   |   |   |   |   |

 Denotes facilities available in that park.

# Newington Planning & Development

## Building Department

### ***Douglas Jourdan, Building Official***

The Building Department has a number of responsibilities to insure the health, safety & welfare of the residents of Newington. The Department does this by enforcing state building codes & inspections of all commercial/industrial buildings, rental properties & all places of assembly & individual residences. Building codes are laws or ordinances adopted at the local or state level that set minimum safety standards for the construction of residential and commercial buildings. The building codes regulate structural & fire safety, electrical, plumbing & mechanical systems, zoning & energy conservation. The Building Department works very closely with homeowners & contractors in processing & issuance of permits. The Department also works with the Fire Marshal, Town Engineer, Health Director, Police, Social Services & The Health Department.

#### **2014-2015 Highlights**

- A Demolition Permit was issued and The National Welding Building located at 690 Cedar Street was demolished.
- A total of 34 Certificates of Occupancy were issued from July 2014-June 2015. 9 Certificates of Occupancy were Commercial & 14 were for Single Family Residences.
- Commercial Certificates of Occupancy included:
  - ♦ Connecticut Work Out Gym located at 37 Ann St.
  - ♦ New Britain Appliance & Sales located at 723 New Britain Avenue.
  - ♦ California Sushi located at 30A Fenn Road.
  - ♦ Davidson Foods located at 367 Alumni Road.
  - ♦ Green Meadow Dental located at 3579B Berlin Tpke.
  - ♦ Rooster Company Restaurant located at 1076 Main St.

**Income Received From Permit Fees: \$321,511.00**

| Other Income Received                     | Amount             |
|---|--------------------|
| Town Plan and Zoning Applications Fees    | \$15,210.00        |
| Environmental Fees                        | 2,100.00           |
| Conservation Commission Applications Fees | 4,350.00           |
| Zoning Board of Appeals                   | 470.00             |
| Copies, Books and Maps                    | 951.35             |
| Work in Right of Way                      | 18,275.00          |
| Engr. Copies                              | 1,817.00           |
| <b>Total</b>                              | <b>\$43,173.35</b> |

### **Permits Issued 2014-2015**

| Type of Permit            | #           | Value of Permits       |
|---------------------------|-------------|------------------------|
| Additions and Alterations | 401         | \$11,753,464.00        |
| Decks                     | 50          | 284,655.00             |
| Demolition                | 7           | 368,800.00             |
| Electrical                | 536         | 3,142,881.00           |
| Fence                     | 0           | 0.00                   |
| FSS                       | 0           | 0.00                   |
| Footing/Foundation        | 1           | 16,500.00              |
| Fuel Tank                 | 21          | 47,734.00              |
| Garages/Sheds             | 14          | 92,070.00              |
| Mechanical                | 392         | 2,615,231.00           |
| New Comm.                 | 2           | 1,500,000.00           |
| New Municipal             | 0           | 0.00                   |
| New Residential           | 21          | 5,062,020.00           |
| Plumbing                  | 276         | 1,166,320.00           |
| Pools                     | 20          | 143,135.00             |
| Roofing/Siding            | 273         | 2,934,180.00           |
| Sign                      | 80          | 215,012.00             |
| Tent                      | 9           | 18,368.00              |
| Solar                     | 53          | 898,216.00             |
| Other                     | 1           | 0.00                   |
| <b>Total</b>              | <b>2157</b> | <b>\$30,258,586.00</b> |

#### **2015-2016 Goals**

- Maintaining State-mandated continuing education for all staff.
- Firm and consistent enforcement of State codes to protect the health, safety and welfare of all Newington residents.

**Total Income: \$364,684.35**

**Number of Inspections: 1985**

# Newington Planning & Development

# Town Planner

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## **Craig Minor, AICP** **Town Planner**

The Planning and Development Department provides professional and administrative support to the Town Plan and Zoning Commissioner (TPZ), the Zoning Board of Appeals (ZBA), the Affordable Housing Monitoring Agency and the Open Space Committee, and administrative support to the Economic Development Commission (EDC). The Department assists the Town Council and the Town Manager by meeting with developers and state officials, providing a long-range perspective on development opportunities, and carrying out special projects as assigned by the Town Manager.

The Department is responsible for providing a wide range of planning and zoning services to the general public, town officials, and the business community. The Department offers hands-on assistance to individuals and businesses that seek various types of zoning approval, as well as vigorous enforcement of the Town Plan and Zoning Commission's zoning regulations and the Town's blight ordinance.

The Department also prepares state and federal grant applications, and administers those grants.

## **Mission**

*The mission of the Town Planner's office is to assist the Town Plan and Zoning Commission maintain a high quality of life in Newington by promoting sustainable land use and economic growth that conserves the community's natural resources, as well as to assist citizens and businesses achieve their own development goals.*

## **2014-2015 Highlights**

- **Town Plan and Zoning Commission:** During this fiscal year the TPZ received approximately 34 petitions for special exceptions, site plan approvals, zoning amendments & various activities & approved the following:
  - Special Permits: 4 free-standing signs; 1 continuing care retirement community; 1 fitness center; 1 restaurant; 1 amusement service; 1 accessory apartment.
  - Site Plan Approval/Modification: 1 continuing care retirement community; 2 parking lot expansions; 1 utility building.
  - Other TPZ Approvals: 3 tent sale permits.
  - Zoning Amendments: 3 text amendments (Continuing Care Retirement Community; Auto-Related uses; LID moratorium, High density residential moratorium). 1 map amendment (Industrial to Planned Development).
- **Zoning Enforcement:** During the current fiscal year the Zoning Enforcement Officer investigated & acted upon 119 zoning violations; issued 334 zoning approvals; initiated and wrote 1 zoning text amendment regarding Commercial Vehicles; and acted upon 64 complaints of blight.
- **Economic Development Commission:**

The Economic Development Commission met ten times during the fiscal year and accomplished the following:

  - ♦ The EDC reassigned "districts" to each EDC commissioner, making commissioners responsible for monitoring business and commercial real estate activity within a specific geographic area, to provide more comprehensive information to the Commission and the Economic Development Director.
  - ♦ EDC members discussed various business and planning issues and developments and provided input to the Economic Development Director.
  - ♦ The first ever "Meet the Town Officials Business Network" event was hosted by the EDC on 12/04/14. Awards were presented for meritorious achievements, including Best Market, chosen as Newington's "Business of the Year".
  - ♦ The EDC raised issues regarding Town Center/Market Square/Constitution Square parking, snow removal and maintenance.
- **Affordable Housing Monitoring Agency:** The Agency approved the sale of one house on Hopkins Drive this fiscal year.
- **Permit and Application Fee Revenue:** The Department collected \$14,820 in permit & application fees this fiscal year.
- **Grants Administration:** During this fiscal year the Department prepared the following grant applications:
  - ♦ Electrical Vehicle Charging Station (\$10,000). Grant submitted on April 24, 2015; approved in the amount of \$10,000.
- During this fiscal year the Department continued management of the following grant-funded projects:
  - ♦ Town Center Streetscape Phase VI (\$500,000)
  - ♦ Residential Rehab Program (revolving loan fund).

# Engineering Department

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## **Chris Greenlaw, Town Engineer**

The Engineering Department oversees the construction & maintenance of all activities occurring within the Town's right-of-ways. This includes work performed by developers, contractors and/or utility companies. In addition, the department serves as Wetlands Agent to the Conservation Commission & monitors all activities that may impact wetlands and/or watercourses. Engineering provides survey design, plans and estimates for the reconstruction efforts associated with the Town's infrastructure & related projects. Design & estimates are prepared for both the D.P.W. and B.O.E. as it relates to construction design (roadway, parking lots, drainage, etc.) The Engineering Department implements the repair & replacement of sidewalks through out town. Engineering reviews site plans & verifies that the designs satisfy the various town regulations as they relate to roadway geometry, grading, drainage including the new Low Impact Design (L.I.D.) methods and techniques. The Engineering Department has continued to research, catalogue and develop L.I.D. guidelines to further assist designers in development of site plans.

The Town Engineer administers large projects (MDC – Clean Water Project) requiring coordination of meetings with appropriate town staff, state agencies & stakeholders from concept design through to project completion. Project administration includes the review of plans, evaluation of traffic & wetland impacts. This effort may involve monitoring of site operations, coordination with public events, programs & general public outreach efforts. Engineering Dept. calculates bond estimates for subdivisions, single sites & large private developments (e.g. Packard's Way) requiring administration & inspections necessary to determine bond releases. The Town Engineer also serves as the Agent to the Conservation Commission.

### **2014-2015 Highlights**

- During the 14-15 Fiscal Year, the department granted permits for and monitored the installation of 156 private driveways, 132 gas line laterals, 17 gas mains, 6 water lateral, 1 sidewalk, 2 CNG pavement restorations (for multiple locations) and 1 CNG trench, 2 MDC patches, 1 MDC trench, 1 MDC cover, 1 catch basin, 1 electrical conduit, 1 electrical service, 5 cable service, 1 CATV replacement, 1 drainage line repair and 2 temporary road paving.
- As the Wetland Agent for the Conservation Commission, staff administered 16 applications for residential, retail & commercial sites. This administration process involves meeting with each applicant (and/or design consultant) to assist with the preparation & development of the proposed plans, documents, reports, etc. for Commission review. The commission met for a total of (12) meetings, (2 Special) in order to hear, process & render judgement of the applications. Administrative oversight involves documenting that the necessary stormwater & conservation easements are filed in the land records after the maylars are received & signed by the Chairman. The Engineering Dept. continues to provide significant administrative assistance to facilitate the monthly applications and/or Agenda items. Administrative support involves scheduling special meetings, public hearings & notifications coupled with the coordination of technical experts & the continuous effort to review & compile the multitude of plan revisions, details, reports, data & correspondence.

- Wetlands Projects–In-House: Engineering staff administered (4) Inland Wetland Permits to facilitate Public Works, Parks & BOE projects. Engineering coordinated the hiring of environmental consultants, provided survey, estimates, design of plans & construction stakeout necessary to complete the following projects in wetlands: Mill Pond Tennis Courts, Milk Lane cross culvert replacement (& swale), Impound Lot & the BOE Bus Garage drainage.
- Engineering provides support to Public Works for inquiries as they pertain to drainage (easements), street line, record (plot) plans, etc. Additionally, some inquiries have resulted in field reconnaissance & survey as needed. The Engineering Dept. has continue to provide survey, estimates & hydraulic design analysis for locations demonstrating repeated flooding, damage and/or creating a hazard to the public. Six areas targeted for design\analysis and construction were: Edward Street, Veterans Drive, B.O.E. Bus Garage, Martin Kellogg drainage improvements (associated with paving projects), Michael Lane edge drain installation & the Milk Lane cross culvert (twin 30" pipe) replacement including swale relocation.
- The Engineering Department continued to administer the sidewalk maintenance and repair contract. Approximately \$50,000 was allocated to this project (contract). The contract entails methods to repair and/or replace damaged sidewalk within the town R.O.W. A portion of the contract incorporates a provision to raise sidewalk slabs or "mud jacking" at locations where adjoining slabs cause tripping hazards. The department administered the installation of 2091 S.F. of concrete sidewalk, 935 S.F. of handicap ramp and 2550 S.F. of Mudjacking.
- Engineering staff developed the plans, estimates & provided survey for the reconstruction of Atwood St. Construction items included adding roadway edge drainage and replacement of the concrete catch basin frame & grates.
- The Town Engineer attends various monthly meetings including, but not limited to: CRCOG Transportation (including Transportation Sub-Committee meetings), staff department head, public works team and Inland Wetlands. Other agencies requiring administrative project coordination are the DEEP and D.O.T. meetings as required. Two current projects actively being designed are: The DEEP Piper/Mill Brook Flood Control Project and the DOT Bridge rehabilitation Project (93-200) at Rte. 175 over Amtrak.

#### Streetscape Grant:

- Engineering staff developed a conceptual design and estimate for the Streetscape grant designated for the Constance Leigh & Lowrey Place location. The Town was a successful candidate with this application, therefore resulting in the future award of monies to facilitate the design and implementation of the next streetscape. The Town Planner & Engineer are administering this project & report that the selection committee has determined BSC Group to be the consultant engineer. Design analysis, plan development and bid award are scheduled for the next year.
- The Engineering Dept. assists in the development of in-house design projects specifically showcasing L.I.D. (Low Impact Development) methods\techniques. Two projects demonstrating these techniques are located at: West Meadow Cemetery–Chapel (currently under construction) & the Garfield Street Impound Lot – bio-swale. These projects required modified\specialized construction techniques both implemented and installed by the Parks Department.

# Highway Department

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## ***Tom Molloy, Superintendent***

The Highway Department and its various divisions are responsible for leaf collection, snow plowing and snow removal, street sweeping, catch basin cleaning and repair, waterway maintenance, landfill operations, refuse collection and disposal, recycling, traffic signals, signage and road markings, fleet maintenance and procurement, road construction and maintenance, alterations and repairs of all Town roads and Rights of Way.

### **2014-2015 Highlights**

- Negotiated and finalized trash and recycling collection contract extensions through June 30, 2018.
- Negotiated and finalized trash and recycling disposal contract extensions through June 30, 2018.
- Implemented new textile recycling pilot program at the Senior & Disabled Center and the Town Landfill.
- Continued with project coordination of the long term Landfill conversion to Transfer Station.
- Continued with the annual Target Solution on line employee safety training program along with annual hearing tests for all personnel.
- Hosted the annual MDC sponsored hazardous waste collection program on May 2, 2015 and hosted our third annual paper shredding event on June 13, 2015.
- Ten (10) roads totaling approximately 2.9 miles were milled & resurfaced along with drainage improvements on various roads. Roads included in the mill & overlay program include Birch St., Church St. (N.B. Avenue to Richard Street), Hillcrest Avenue (Wilson to Audubon), Kitts Lane (Griswoldville to Butternut), Lantern Hill, Northwood Road, Old Musket Drive, Partridge Drive, Vincent Drive & Concord Circle.
- Crack sealed Clem Lemire Parking lot, Company Three Firehouse, Company One Firehouse, Municipal Parking Lot, Police Firing Range-Fire Tower pavement areas.
- Completed reconstruction of new Police Impound parking area on Garfield Street.
- Completed the reconstruction of Atwood Street.
- Completed the reconstruction of the west side of Martin Kellogg Middle School parking lot.
- Completed drainage project at Bus Garage Transportation building.
- Completed large road patching projects on Louis Street, Deming Road and Long Street.
- Completed the replacement of large underground drainage pipes at the Highway Dept. entrance road.
- Completed the realignment of major waterway at the Highway Department.
- Blight remediation was completed at various residential and commercial locations.
- Highway Dept. personnel collected nearly 14,000 cubic yards of leaves from Nov. through Dec. Four crews consisting of 24 people, including Parks and Grounds personnel were devoted to the program.
- Highway crews responded to 23 snow/ice events totaling 76" of snow and ice.
- Waterway maintenance continued with crews clearing brush & debris including beaver colonies (licensed trappers) in an effort to keep the town waterways flowing properly. Catch basins were cleaned & repaired throughout Town to ensure adequate storm water flow. Annual maintenance also addresses brush & tree trimming and waterway dredging.
- Completed the annual vegetation trimming along the banks of Piper Brook.
- Vegetation grinding was performed twice during the year by a private contractor with assistance from Highway personnel and equipment. The Landfill provides a disposal site for Town residents who wish to dispose of grass clippings, leaves, and vegetative waste. It is also a recycling center for items such as metal appliances, scrap metal, propane tanks, used motor oil, automotive batteries, single stream recycling, covered electronic devices and textiles.
- Town-wide street sweeping was completed during the month of April.
- Town-wide Christmas tree collection was completed late December / early January.
- Private contractors collect refuse at 9,246 residential homes and 2,240 condominiums and elderly housing complexes each week totaling approximately 8,570 tons of residential municipal solid waste brought to Covanta Energy of Wallingford for fiscal year 2014/2015. In addition 8,171 household bulky waste items, 1,079 condominium bulky waste items and 291 combined metal items were collected curbside throughout the year. 384 television sets over 19" were collected & recycled. 839 mattresses & 508 box springs were collected curbside throughout the year.
- Private contractors collect recyclables at 11,491 residential homes, condominiums & elderly housing complexes. Recyclables are brought to the Automated Material Handling facility in Berlin for processing. Over 2,810 tons of recyclables were collected curbside for fiscal year 2014/2015. The Town is currently contracted to receive \$22.50 per ton of recycling.
- The Traffic Div. continued with the blanket replacement of worn out regulatory signs Town-wide, continued with roadway line painting Town-wide along with assisting Highway & other departments as needed.
- The Central Repair Garage is responsible for vehicle and equipment procurement, outfitting and disposal, preventative maintenance and emergency repairs for Police, Fire, Highway, Parks and Grounds, Volunteer Ambulance, Dial-a Ride, and General Government. The Central Repair Garage is also responsible for the Town's fueling facilities. Town Departments rely on repair garage personnel for emergency equipment installation, fabrication, diagnosis and repair of Town owned vehicles and equipment.

# Newington Public Works

# Information

## REGULATIONS GOVERNING THE SEPARATION, PLACEMENT, COLLECTION AND DISPOSAL OF REFUSE, RECYCLABLES, AND YARD VEGETATION WASTE WITHIN THE TOWN OF NEWINGTON

- **Household Rubbish:** All household refuse is to be placed in the green container provided by the Town for curbside automated collection.
- **Household Recycling:** All household recyclables are now collected Automated Single Stream in the Town provided blue container.
- **Oversized (non metal) Items:** Items noted below may be placed at the curb for weekly pick up in accordance with the requirements indicated.
- **Residents must call the Town's Highway/Sanitation Department at (860) 667-5874 by Tuesday at 3:30 p.m. of each week to schedule an oversized pick up for a Thursday collection.**
  - ◇ **Branches:** Branches placed at the curbside must be tied into bundles (individual branches cannot exceed four (4) inches in diameter or be more than four (4) feet in length) and should be light enough for one man to lift. Households are limited to five (5) bundles each week.
  - ◇ **Wooden and Upholstered Furniture, Carpeting, and other Large Household Items:** These items (mattresses, box springs, wood doors, chairs, couches, etc.) may be placed at the curbside and are limited to two (2) items each week. Items must be able to be loaded into the refuse truck by two men. Carpeting must be rolled up, less than four (4) feet in length, tied, and light enough for one man to lift. There is a limit of five (5) rolls of carpeting per week.
  - ◇ **Building Materials:** Material such as sheetrock, roofing shingles, insulation and other building materials may be disposed of at CWPM located at 475 Christian Lane, Berlin (860) 828-1162. Material disposal fees are on a per ton basis.

**NOTE: The disposal of any remodeling or building materials generated by a contractor's work is the responsibility of the contractor and will not be included in the oversized pick up.**
  - ◇ **Automobile Tires:** Two (2) tires (rims removed) may be left at the curbside each week. Rims may be disposed of at the Town's Landfill/Recycling Center.
  - ◇ **Electronics Recycling:** Beginning January 1, 2011 covered electronic devices will not be allowed in your curbside rubbish container per State law. Items such as desktop and laptop computers, computer monitors, printers, televisions must be recycled. Residents may dispose of these items at the Newington Landfill. For additional information contact the Sanitation Division at (860) 667-5874.
- **Materials Not Acceptable for Placement in the Curbside Containers:** Dangerous or environmentally unsafe materials or substances including, but not limited to, cleaning fluids, oil base paints, caustics, explosives, acids, poisons, drugs, radioactive materials, asbestos, swimming pool chemicals, etc., should be disposed of on Household Hazardous Waste Collection Days (HHWCD). Please call the Newington Sanitation Department (860) 667-5874 for a schedule of these collection days or visit [www.themdc.com](http://www.themdc.com).
- **Scrap Metal:** Large appliances and other metal items are collected by the Town's contractor each week at the curbside. **Residents must pre-pay (\$10 for one item, \$5 for each additional item) at the Highway Department on Milk Lane (off Fenn Road) by Monday at 3:00 p.m. to be scheduled for Tuesday pick up. Residents also have the option of taking these items to the Town's Landfill/Recycling Center on Main Street at no charge.** Residents must show proof of residency at the Town landfill. If you have any questions, please call (860) 667-5874.
- **Leaves/Grass Clippings:** **Leaves** will continue to be collected by the Town at the curbside each fall. Residents may also take leaves to the Town's Landfill/Recycling Center but must remove leaves from bags, boxes, etc. prior to disposal at the landfill. **Grass clippings** can be left on the lawn, put into a backyard compost pile, or taken to the Town landfill. **Do not put leaves or grass clippings in either curbside container. Rubbish & recycling carts containing grass or leaves will not be emptied.**
- **Waste Motor Oil/Propane Gas Tanks:** Waste motor oil can be disposed of at the Town Highway Garage (off Fenn Road), Monday – Friday, 8:00 a.m. to 3:00 p.m., or at the Town's Landfill/Recycling Center on the weekends. Oil must be delivered and in sealed containers.
- **Propane gas tanks:** From gas grills can be brought to the Town Landfill/Recycling Center.
- **Motor Vehicle Batteries:** May be brought to the Town Landfill/Recycling Center.

**Any questions about the Town's rubbish/recycling collection programs may be directed to the Sanitation Division of the Newington Highway Department at (860) 667-5874.**

# Newington Public Works Information

## Snow Plowing Guidelines

1. Prior to a winter storm event, Highway crews may apply treated salt to all roadways.
2. Plowing begins when snow accumulation reaches one half inch (1/2") or forecasts indicate that it will. A maximum of 14 plow trucks may be called out to plow pre-determined snow routes.
3. Once snowfall has stopped, plowing and treated salt applications will continue until all Town roads are clear.

*It is the Town's policy, when conditions allow, to plow the full width of the street, curb to curb, during major storms. This ensures that the stormwater basins are obstruction-free, allowing storm water and snow melt to drain, thus preventing flooding and icing conditions.*

## Sidewalks

Residents are required to remove snow from their sidewalks within 12 hours after a snowstorm.

## Mailbox Damage

The Town will repair or replace mailbox/posts only when there is evidence of the plow or truck striking the mailbox/post (max. \$25).

The Town will not accept responsibility for mailboxes/posts which have fallen or are damaged due to the weight or force of the snow thrown by the plow.

## Winter Sand

Winter sand is available in small quantities to residents and is located at the Highway Department on Milk Lane.

## Town Vegetation Landfill/Recycling Center

A permit is required to dispose of vegetation. Permits may be obtained at the Highway Department, 281 Milk Lane (off of Fenn Road) or at the Town Clerk's office, Town Hall. No permit required for recyclables. Must show proof of residency.

Location: Main Street, south of Churchill Park

Hours: 9:00 a.m.—5:00 p.m.

April - December, Saturday & Sunday

January - March, Saturday Only

## Winter Parking Bans

Parking on streets is not allowed for more than 30 minutes between the hours of 2:00 a.m. and 6:00 a.m. on any day November through March.

Parking on any street during any snowfall or for a period of eight hours after the end of a snowfall, or which impedes or interferes with snow plowing operations, is not allowed.

## Driveways

While the Highway Department tries to minimize the amount of snow plowed into driveways, some accumulation is unavoidable.

- Plow blades cannot be lifted as they pass by a driveway as a mound of snow would be left in the roadway.
- Snow will be plowed into driveways during curb-to-curb plowing.
- Residents may wish to clear driveways several times during a storm or wait until the storm and plowing operations have ended.
- Shoveling, plowing, or blowing snow into the street is a violation of town ordinances and violators will be subject to fines (Article IV § 367-23).
- Clearing driveway openings is the responsibility of the property owner.

## Leaf Collection Guidelines

Leaves should be raked to the edge of the property (not into the street). Plastic bags should not be used as they cannot be recycled. Do not mix leaves with household trash, branches, sticks, or other debris. Leaves may be taken to the Town landfill on Saturdays and Sundays, 9:00 a.m. to 5:00 p.m. A permit is not required to dump leaves at the landfill.

## Refuse Collection

Curbside collection of rubbish and recyclables will be delayed one day on these holidays (unless the holiday falls on a weekend):

Collections are made on the normal day for all other holidays. **WHEN IN DOUBT PUT IT OUT**

- |                    |                    |
|--------------------|--------------------|
| • New Years Day    | • Labor Day        |
| • Memorial Day     | • Thanksgiving Day |
| • Independence Day | • Christmas Day    |

# Police Department

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**Richard Mulhall, Chief of Police**  
**Lt. Nicholas Miano, Acting Chief of Police**

***"To Protect and Serve."***

The Newington Police Department consists of 51 full time police officers, 1 recruit training position, 12.5 civilian employees and 2 animal control officers. The department's commitment to the community is to preserve peace and public order, provide community assistance, prevent and deter crimes, apprehend offenders, and protect persons and property in accordance with the laws of the State of Connecticut and the ordinances of the Town of Newington.

## **2014-2015 Highlights**

- **Staffing Level:** During the 2014-2015 year, the police department saw the retirements of four veteran police officers including Chief of Police Richard Mulhall. Lt. Nicholas Miano served as Acting Chief of Police while the Town conducted an extensive search for a new Chief. The department hired four new police officers bringing the department's staffing to 50 out of an authorized strength of 51 officers. One officer was hired in Sept. of 2014 & graduated from the Connecticut Police Academy in March of 2015. Three officers were hired in June of 2015 & were assigned to the police academy for six months of recruit training. The department also saw two promotions. Derek Aivano was promoted to the rank of Sergeant & Meghan Kennedy to Master Police Officer.
- **Department Activity:** During the 2014-2015 fiscal year, the Newington Police Department responded to 28,718 calls for service. The department made 978 criminal arrests & investigated 922 "Part I" crimes, such as robbery, burglary, sexual assault, aggravated assault, arson, & larceny. The department investigated 986 traffic accidents, made 8,205 traffic stops, & arrested 93 motorists for driving while under the influence of alcohol/drugs.
- **Major Investigations:** On February 12, 2015 Newington Police investigated an armed robbery at the Target store located at 3265 Berlin Turnpike. Upon arrival officers spoke with witnesses who reported the suspect displayed a handgun & demanded money at the customer service desk. The suspect was seen leaving the area in a Nissan Maxima. A short time later, officers located the suspect vehicle parked at a motel on the Berlin Turnpike. Officers & Detectives searched the area & located two suspects who were subsequently arrested for robbery & related charges. Detectives then conducted interviews with both suspects & were able to link one of the suspects to three additional armed robberies in Newington which occurred over the previous few weeks. On June 17, 2015 the arrest warrants were served & he was charged with committing armed robberies that occurred at Walmart on Jan. 21, 2015, at the Family Dollar store on February 7, 2015, and at Target on February 8, 2015. On March 10, 2015 Detectives arrested an East Hartford man who was involved in an evading motor vehicle accident on February 27, 2015 that killed a New Britain woman. Following the crash, the suspect fled the scene on foot and could not be located. The suspect's vehicle was found to be unregistered, with a fraudulent temporary license plate affixed to the rear window. The identity of the owner and/or operator of the offending vehicle was initially unknown. After an intensive investigation, Detectives identified the suspect through the use of investigative measures including DNA analysis. A warrant was obtained for his arrest and he was subsequently located and charged with Manslaughter in the 1<sup>st</sup> Degree, Evading Responsibility, Reckless Driving, Operation of a Motor Vehicle with a Suspended License, Operating an Unregistered Motor Vehicle, Operating a Motor Vehicle without Insurance, and Forgery in the 2<sup>nd</sup> Degree.
- **Newington Police Department Facebook:** The Newington Police Department Facebook page launched back in June of 2013 continues to be an effective way for the department to reach out to the local community and beyond. The Facebook page has been a valuable department resource and has assisted the department in solving several crimes when a photo of a suspect has been posted and later identified after input from the public. The page also allows the department to maintain open lines of communication with the public on issues related to public safety concerns.
- **Community Outreach:** The Newington Police Department is committed to developing programs that foster good relations with the community it serves. The department continued to provide local residents and business owners with the Citizens Police Academy. The academy allows the participants to get an inside look at police department operations and the many challenges law enforcement officers face on a daily basis. The program has been very successful and has been a great way to improve police-community relations.
- **Police Department Training:** The police department recorded over 5400 hours in officer training during the 2014-2015 fiscal period. The department participated in a joint training exercise on October 4, 2014 with the Fire Department and local emergency medical services. The exercise tested the department's response to a critical incident involving an active shooter, mass casualty, and fire suppression. The exercise took place on the grounds of the former Cedarcrest Hospital on Russell Road in Newington.
- **Next Generation 9-1-1 Emergency Telecommunications System:** The police department was one of ten designated pilot sites for the implementation of the new NG9-1-1 system. The NG9-1-1 system is Internet Protocol based and utilizes the new Connecticut Public Safety Data Network to deliver 911 calls to Public Safety Answering Points (PSAPs). The new system has the infrastructure in place to allow "Text to 9-1-1", the ability to send images or video with a 9-1-1 call to a PSAP, and to call 9-1-1 directly via the Internet when telecommunication service providers make these features available to the public in the future.

# Police Department

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# Newington Public Safety

## Fire Marshal

### **Chris Schroeder, Fire Marshal**

The local Fire Marshal is responsible for the enforcement of the Connecticut Fire Safety Code and is required to:

- Annually inspect annually all buildings and facilities with the exception of residential buildings designed to be occupied by one or two families.
- Inspect the installation of flammable and combustible fuel storage tanks.
- Review all plans for new construction and conduct on site inspections to ensure code compliance.
- Establish fire lanes to ensure accessibility of fire apparatus.
- Determine the need and locations of new fire hydrants.
- Investigate all fires or explosions.
- Investigate all fire alarm dispatches to determine proper operation and compliance with the local fire ordinance.
- Issue blasting permits & be on site to ensure safety & compliance with state & federal standards.
- Respond to and investigate reported accidental or intentional release of hazardous materials.

#### **2014-2015 Highlights**

- Significant fire incidents for the 2014/2015 fiscal year included:
  - ◆ May 3, 2015—719 New Britain Avenue, fatal fire. The death was ruled a suicide.
  - ◆ June 4, 2015—241 West Hill Road, building fire.
- Provided oversight for frequent blasting activity for newly developed Sunnybrook Drive in July of 2014.
- Attended regular meetings and assisted with the development of Emergency Operations Plan for newly developed CTfastrak. Fire Marshal Schroeder served as a member of the Fire & Safety Committee for the project, and participated in a full scale training exercise in New Britain prior to its opening.
- Conducted special event inspections for private & public events in town, including the Waterfall Festival, the Extravaganza and the Classic Car Show.
- Personnel continued to make fire prevention and life safety a priority throughout the year by assisting the NVFD Fire Prevention Bureau in delivering fire prevention programs and activities for local schools, businesses, and healthcare facilities.
  - ◆ Worked in conjunction with the Bureau to develop a comprehensive Youth Firesetter Intervention & Education Program.
- The Fire Marshal's Office played a lead role in the establishment of a Statewide Hoarding Working Group, which began meeting regularly in Newington in September of 2014. The group is comprised of a wide variety of professionals from throughout the state who are charged with the immense task of responding to, investigating, mitigating and treating cases of hoarding.
- Fire Marshal & Deputy Fire Marshals participated in numerous continuing education courses & seminars throughout the year, in accordance with state mandates.

#### **Fire Marshal Statistical Summary**

|                                     |     |
|-------------------------------------|-----|
| Inspections & Inspection Follow Ups | 549 |
| Plan Reviews                        | 92  |
| Job Site Inspections                | 71  |
| Fire Investigations                 | 20  |
| Fire Alarm Trouble                  | 28  |
| Tank Removals                       | 4   |
| Complaints                          | 32  |
| Hazmat Incidents                    | 5   |
| Blast Monitoring                    | 84  |

#### **Newington Office of Emergency Management Community Emergency Response Team (CERT) Chris Schroeder, Emergency Management Director**

The Newington Community Emergency Response Team (CERT) Program is part of the Connecticut Department of Emergency Management and Homeland Security (DEMHS), Citizens Corps Council, and the National Citizen Corps effort to incorporate and utilize volunteers in the community. The Citizen Corps is endorsed by the President of the United States and the Federal Department of Homeland Security. CERT members are trained in basic response techniques in order to assist local citizens and first responders in disaster or emergency situations.

**CERT Mission Statement:** To provide Newington residents & first responders with a quality resource that is dedicated, trained & equipped to carry out special missions such as but not limited to: emergency shelter operations, amateur radio (ham radio) communication, & any other function ordered by the Town Mgr., Emergency Management Dir., Fire Chief, Police Chief, and/or their designees.

#### **2014-2015 Highlights**

- Received grant FEMA/EMPG grant funds, which helped offset costs associated with training programs, maintenance of the Emergency Operations Center, and various CERT activities. Funds were also utilized for the purchase of additional, necessary shelter supplies.
- Participated in Emergency Preparedness Campaign, "Get Ready Capital Region" in Fall 2014. CERT members assisted with the distribution of associated emergency preparedness information to residents at a variety of events.
  - ◇ Capital Region Emergency Planning Council (CREPC) proclaimed September 2014 as "Preparedness Awareness Month", which was further supported and resolved by the Newington Town Council.
- Participated in Swift Action Victim Emergency Response Scenario (S.A.V.E.R.S.) town wide drill in October 2014. Coordinated with Capital Regional Council of Governments (CROG), Newington Police Dept., Newington Volunteer Fire Dept., Newington Emergency Medical Services for assistance.

#### **CERT STATISTICAL SUMMARY**

|                           |    |
|---------------------------|----|
| Emergency Activations     | 0  |
| Non-Emergency Activations | 3  |
| Community Events          | 3  |
| Meetings                  | 10 |

# Newington Public Safety

## Newington Volunteer Fire Dept.

### **Chris Schroeder, Chief**

The Newington Volunteer Fire Department was established in 1917. It is an all-volunteer organization comprised of approximately 120 members. In addition, the Department hosts a Fire Cadet program that provides full-level training, equivalent to that of an active firefighter, to 16 and 17 year olds interested in the fire service.

Department members are responsible for the fire, rescue, and hazardous materials response services for residential and commercial properties in the Town of Newington, CT. The Department also provides comprehensive Fire Prevention and Fire Education programs designed to meet the specific needs and requirements for both residents and commercial businesses. Oversight is provided by three elected members of the Board of Fire Commissioners, whose powers and duties are vested by Town Charter.

#### **2014-2015 Highlights**

- Swore in new company officers for 2015-2018 term at Promotional Ceremony on June 29, 2015.
  - ◊ **Company One Officers** – Captain Erik Lundin, 1<sup>st</sup> Lieutenant Eric Giansanti, 2<sup>nd</sup> Lieutenants Tim Lapierre, Alex Foster, Josh Brunet.
  - ◊ **Company Two Officers** – Captain John Nesklada, 1<sup>st</sup> Lieutenant Thomas Peruta, 2<sup>nd</sup> Lieutenants Geoffrey Anderson, Melanie Depamphilis, Scott Whalen.
  - ◊ **Company Three** – Captain Craig Stegmaier, 1<sup>st</sup> Lieutenant Pedro Machado, 2<sup>nd</sup> Lieutenants Kristoffer Lubas & Austin Muir.
  - ◊ **Company Four** – Captain Brian Tremaine, 1<sup>st</sup> Lieutenant Steven Spencer, 2<sup>nd</sup> Lieutenant Eric Fischl.
- Fourteen new members joined the department during the year & have completed or are in the process of completing their Firefighter Certification training. Two individuals joined our Cadet Division. Six members resigned or were terminated during the year.
- Department members participated in a variety of weekly, monthly and quarterly classroom and field-based training exercises throughout the year.
  - ◊ Participated in Swift Action Victim Emergency Response Scenario town wide drill in October 2014. Coordinated with CRCOG & NEMS for assistance.
  - ◊ Participated in Live Burn & Ice Water Rescue drills throughout the year. Also worked with Veteran's Hospital to conduct confined space rescue evolutions.
- The Fire Prevention Bureau continued to provide various fire and life safety education programs to area businesses, schools, daycare centers, and healthcare and assisted living facilities.
  - ◊ Participated in numerous public and privately sponsored events and meetings.
  - ◊ Hosted Annual Open House Event, which included live fire demonstrations.
  - ◊ Worked with the Fire Marshal's Office to develop a comprehensive Youth Firesetter Intervention & Education Program.

- Hosted Annual Memorial Day Ceremony, honoring two members who gave their lives in the line of duty, Firefighter Francis Kochanowicz, 6/5/62 & Co. 2 Firefighter Jay Cole, 12/26/64. Honor Guard participated in the Town's Annual Memorial Day Service at Town Hall.
- Attended memorial service for Town Councilor Myra Cohen, a long time, beloved supporter of NVFD.
- Hosted Annual 9/11 Remembrance Ceremony, sounding the building sirens at the times of the attacks on the World Trade Center.
  - ◊ Department played a lead role in assisting NVFD, Inc. to raise funds for new 9/11 Memorial, slated for completion in 2015.
- Personnel continued planning for Department's 100<sup>th</sup> Anniversary celebration, which is planned for the calendar year of 2017.
- A committee was established to determine specifications for the replacement of Rescue 1, which is slated for delivery in 2015.
- Department participated in numerous Town and privately sponsored events throughout the year.

#### **Statistical Summary**

|  | <u>2014/2015</u> | <u>2013/2014</u> |
|--|------------------|------------------|
| Residential                            | 54               | 72               |
| Commercial, Industrial, Office         | 18               | 14               |
| Hospitals, Schools                     | 11               | 17               |
| Vehicle                                | 15               | 19               |
| Rescue, Police Assist                  | 56               | 65               |
| Dumpster, Rubbish, Grass Brush, Leaves | 74               | 50               |
| Hazard Materials/ Clean-Up             | 38               | 39               |
| Alarm Investigations                   | 135              | 111              |
| False Alarms                           | 98               | 114              |
| Mutual Aid                             | 11               | 7                |
| Carbon Monoxide Investigation          | 45               | 53               |
| Water Related Incidents/ Pump-Outs     | 43               | 41               |
| <b>TOTALS</b>                          | <b>598</b>       | <b>602</b>       |

# Newington Public Schools

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## **Dr. William C. Collins, Superintendent**

The Newington Public School System consists of four elementary schools, two middle schools, & one high school. An elected nine member Board of Education, whose powers and duties are specified by Connecticut General Statutes, provides policy oversight & direction to the school administration.

### **Mission**

*The Mission of the Newington Public School System, an educational partnership of school, family & community, is to ensure every student acquires the knowledge, skills, & attitudes to continue to learn, live a productive life, and contribute to a diverse, rapidly changing society. This is accomplished within a caring environment through a planned program of quality learning experiences that challenge & encourage each individual to reach full potential.*

### **Vision**

*Every Student—College, Career and Citizenship ready*

### **District Goal**

- All students will apply grade level mathematics skills and concepts.
- All students will comprehend at grade level and be able to apply reading skills to unfamiliar text.
- All students will demonstrate grade appropriate wellness and citizenship.

## **Anna Reynolds Elementary School**

– Dr. Jeremy Visone, Principal

### **2014-2015 School Goals**

- Students' critical thinking skills will improve by promoting inquiry, questioning & discussion among adults & students.
- Students will treat each other with respect.
- Parents feel that there are opportunities for involvement in our school.

### **To accomplish our goal, we:**

- Implemented a new Language Arts curriculum & continued our use of having students "reading closely."
- Learned professionally through vertical conversations that focused on Language Arts & math standards' progressions through the Grades K-4.
- Observed other colleagues teach at each grade level.
- Conducted grade level meetings that helped to support instruction in the classroom and served as professional development.
- Participated in a school-wide problem-solving initiative each trimester, during which all students in the school worked with other children to solve a rigorous, common math problem by grade level.
- Provided Tier II (small group, pull out) reading and math intervention that did not interfere with Tier I instruction (classroom).
- Created short-term learning goals at our grade level data teams to focus on specific skills in need of more attention.
- Examined behavioral data for frequency and student recurrences, in an effort to provide behavioral interventions for students in need.
- Implemented a school-wide campaign to increase the number of kind comments and deeds, while reducing the incidence of mean ones.

- Continued our implementation of Positive Behavioral Supports that will help our students to learn & live our Anna Reynolds Elementary School expectations, complete with colorful expectation grids, explicit lessons to teach the expectations, & several positive reinforcement strategies (ex. bullet filling, classroom bracelets, & principal's lunch pals).
- Communicated, in an organized and strategic way, with parents about the many opportunities they have for involvement in the education of their children.

## **Elizabeth Green Elementary School**

– James Marciano, Principal

### **2014-2015 School Goals**

- Apply effective questioning & discussion techniques to foster critical thinking & student ownership of learning.
- Apply practices such as close reading, data driven decision making & collegial visits, to enhance our practices, ensure our students are able to read & analyze complex text & apply the skills & concepts learned in math to real world problem solving.
- Inform parents regularly of ways/strategies they can support their child's learning at home.

### **To accomplish these goals, we:**

- Implemented a new Language Arts curriculum with a particular focus on close reading of complex text.
- Learned professionally through building based professional development & collegial visits that focused on questioning/discussion embedded in reading & math instruction.
- Refined math workshop station activities to include review of all domains.
- Created short-term improvement plans at our grade level data teams to improve student achievement on specific standards or skills.
- Communicated to parents in a variety of formats specific ways they can support their child's learning at home.

## **John Paterson Elementary School**

– Michael Gaydos, Principal

### **2014-2015 School Goals**

- Students will improve reading comprehension skills.
- Students will improve problem solving skills in math.
- Generate student excitement for school & learning.

### **To accomplish these goals, we:**

- Implemented a new Language Arts curriculum & continued our use of having students "reading closely."
- Implemented a year-long, school-wide vocabulary initiative entitled the "Owl-Star" project.
- Increased instructional and independent opportunities for students to engage in reading information text.
- Participated in grade-level meetings that supported the data-driven decision making process in regards to instruction and assessment.
- Provided tiered instruction to students including intervention services as well as challenge/enrichment opportunities.

# Newington Public Schools

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## John Paterson Elementary School-Cont'd.

- Participated in embedded professional learning opportunities that focused on improving questioning and discussing techniques.
- Participated in a process in which colleagues observed each-others practice.
- Implemented a school-wide math problem-solving initiative during which all students in the school worked with other children to solve a rigorous, common math problem by grade level. Staff then debriefed the results with colleagues from other grade levels.
- Communicated, in an organized & strategic way, with parents & students about the many lessons & activities that were designed to increase excitement around school & learning.

## Ruth Chaffee Elementary School

— Beverly Lawrence, Principal

**The following initiatives were our focus & are in support of the district goals for 2014-2015:**

- **Numeracy:** Students will increase their understanding of Mathematical Concepts & Application Skills & Operations & Algebraic Thinking, as evidenced by the Concepts & Application USA data & MAP data.
- **Literacy:** Students will increase their ability to read grade level text with a focus on critical thinking skills.
- **Citizenship:** Students will continue to maintain their personal responsibility and behavior skills.
- **Parent Engagement Goal:** Continue to maintain the parent communication established at each grade level/ special area, as evidenced by the results of the Spring, 2014 Parent Survey.

We were able to accomplish, and in some cases, exceed our goals by:

- Implementing a new Language Arts curriculum.
- Provided professional development through (Bagels and Books) and specific modeling and coaching to support and assist teachers with the use of Close Reading.
- Observed other colleagues teach at each grade level.
- Conducted grade level meetings that helped to support the use of effective instructional strategies.
- Provided professional development in the area of Problem Solving in Math, focusing on the various problem solving types & representations.
- Through data analysis, we created short-term goals at each grade level data team to focus on specific skills in need of strengthening.
- Provided Tier II (small group, push-in & pull out) reading & math intervention that did not interfere with Tier I instruction (classroom).
- Implementing Guided Reading within the first six weeks of school (specifically in Kindergarten).
- Provided parents with weekly updates on their child's progress with specific information to support parents when helping with their child's learning at home.

## John Wallace Middle School

—David Milardo, Principal

### **2014-2015 School Goals**

1. Students will improve their understanding of math concepts & applications.
2. Students will improve their reading comprehension skills.
3. Students will improve their behavior & to realize a reduction in "repeat offenders".
4. Parents will have knowledge about their child's progress prior to progress reporting periods.
5. Teachers will use higher-order questions & discussion techniques.

To accomplish these goals, the John Wallace community:

- Weekly PLC (Professional Learning Community) meetings were held to help support instruction & provide ongoing professional development, analyze student performance data, design SMART goals, planned instruction based on that data, & develop common formative assessments. (1,2).
- Held monthly SDT (School Data Team) meetings to develop and monitor progress towards each of the goals from the 2014-15 School Improvement Plan (1, 2, 3, 4, 5).
- Held weekly SRBI (Scientific Research Based Instruction) literacy, numeracy, and behavior team meetings to discuss student performance data and develop more effective Tier II and Tier III support (1, 2, 3).
- Developed a new early intervention plan that streamlines the process and allows for greater programming flexibility scheduling for students (1, 2, 4).
- Developed SRBI teams in the areas of numeracy, literacy, and behavior (1, 2, 4) Developed SRBI teams in the areas of numeracy, literacy, and behavior (1, 2, 4).
- Developed the 2014-15 and 2015-16 School Improvement Plans by the School Data Team. (1 2, 3, 4, 5).
- Utilized "Learning Targets" & "Performance of Understanding" in all classrooms to help student learning (1, 2, 3).
- Expanded the grade 8 Geometry class (high school level course) to 2 sections for 2015-16 in order to provide more students with an opportunity to accelerate their math course progression. (1).
- Continued the School Climate Committee, comprised of fifteen staff members and representative of all grade levels and content areas. The mission of the School Climate Committee is "to promote pro-social behavior among all John Wallace Middle School students and to create and sustain a safe, secure learning environment for the entire John Wallace community". (4).
- Continued the Discipline Review Board to provide students with opportunities for positive behaviors (4).
- Created action steps (each teacher) to enhance communication with parents (5).
- Utilized each of early dismissal ("Teacher Tuesdays") days to provide staff with professional development in the areas of Positive Behavior Supports (4), Google Classroom (1, 2, 3), and raising the level of classroom rigor with using higher order questioning and discussion techniques (5).

# Newington Public Schools

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## **Martin Kellogg Middle School**

*--Jason S. Lambert - Principal*

### **2014-2015 Highlights**

- Successful opening of the Academy of Biomedical Sciences at Martin Kellogg Middle School.
- Met or exceeded all school goals from our school improvement plan in the areas of numeracy, literacy, community outreach and behavior.
- Implementation of PBIS (Positive Behavioral Intervention and Supports) that included many special events including pep rallies and positive recognitions to inspire appropriate school behavior and decision-making.
- Continued "Battle of the Books program that included grade 6 teachers and students from John Wallace Middle School.
- Maintained our sister school partnership, through participation in the AMISTAD program to give students opportunities to interact with students from urban environments.
- Participated in our American Experience Program, which included touring various national monuments and touring various museums and exhibitions relevant to the grade 8 social studies curriculum.
- Produced the musical "High School Musical"
- Active participation by students in the town wide art show, winter and spring music concerts, talent show, school clubs and activities, and active involvement in the community programs and projects.
- Participation in a variety of fundraisers, social events, & celebrations that provide the student council with funds to support many worthwhile endeavors at Kellogg.
- Visiting photographer, Tom Mezzanote, worked with students in grade 5 to complement our light unit in science.
- Active staff participation in various committees including the following:
  - ◇ School Climate Committee
  - ◇ Teacher & Administrator Evaluation Committee
  - ◇ Professional Development Committee
  - ◇ Various Curriculum Development Committees aligned to CCSS

## **Newington High School**

*—James Wenker - Principal*

### **2014-2015 Highlights**

- Seven Newington High School students won awards at the statewide Scholastic Arts competition at Hartford Art School.
- Student Athletes supported a variety of community service projects that spanned all three seasons across all twenty-seven sports programs. The Athletic Department also coordinated fundraising and awareness initiatives in the during the fall and winter athletic seasons.
- The Humanities Department offered four new elective courses: Constitutional Law, Comparative Religions, History of Your Life, and War and the Human Condition.
- New mathematics semester course offerings in 2015-2016 will include Logical Reasoning and Problem Solving and Academic Statistics.
- Twelve NHS students auditioned and were selected for the Connecticut Northern Region Music Festival.
- Newington High School students in the Unified Sports Program attended a banquet at Aqua Turf where they were recognized for their dedication to this outstanding program.
- Newington High School sponsored thirty-nine clubs and honor societies in which eight hundred ninety-one students participated. Six new clubs were added that range from Diversity Club to eSports Gaming to ensure that students are given a variety of opportunities to engage with the school community.
- All Newington High School Wellness teachers are now pool safety (swimming) certified. This means that as long as two Wellness teachers are in the pool area at the same time, up to 30 students can swim in the pool for their class period.
- Students in the Transition Academy were presented with volunteer recognition awards by Newington's Human Services Department for the work they do to support several Human Services community initiatives.

# Boards and Commissions

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## **AFFORDABLE HOUSING MONITORING AGENCY**

Established by the Town Council in 1991, the Affordable Housing Monitoring Agency is responsible for the preparation, adoption and administration of standards for selecting eligible households to participate in affordable housing programs in Newington.

## **COMMISSION ON AGING AND DISABLED**

The Commission on Aging and Disabled, consisting of nine (9) members, is responsible for monitoring and assessing the needs of seniors and people with disabilities in the community. It also provides policy oversight for the Senior and Disabled Center.

## **BOARD OF ASSESSMENT APPEALS**

Created by State Statute, the Board of Assessment Appeals provides a means to review and revise the taxable values of real estate and personal property established by the Town Assessor. The Board serves as the first level of appeal, and its actions are binding until a successful appeal is taken to the Superior Court. While no fees are charged and representation by legal counsel is not necessary, the taxpayer must appear before the Board.

## **CONSERVATION COMMISSION/ INLAND WETLANDS AGENCY**

The Conservation Commission, comprised of seven (7) regular and three (3) alternate members, is responsible for advising and making recommendations to the Town Manager, Town Council, and other boards and commissions concerning the development and conservation of natural resources, which include water resources within the territorial limits of the Town.

As the Town's designated Inland Wetlands Agency, the Commission is responsible for regulating activities that affect the inland wetlands and watercourses of the Town in accordance with Connecticut General Statutes. As such, the Commission has the power to develop and adopt regulations protecting and preserving inland wetlands and watercourses for Town Council approval. In addition, the Commission is charged with administering the regulations under its authority.

## **DEVELOPMENT COMMISSION**

The Development Commission, consisting of nine (9) regular members and three (3) alternate members, is established for the promotion and growth of the development resources of the Town of Newington.

## **DOWNTOWN REVITALIZATION COMMITTEE**

The Downtown Revitalization Committee was established in June 2008 to oversee grant funding used to revitalize the Town's center. The seven (7) member

Committee is comprised of members of the Town Council, Development Commission and the public.

## **BOARD OF EDUCATION**

The Board of Education consists of nine (9) members elected at each regular Town election for a term of two years. State Statute charges the Board of Education with maintaining public elementary and secondary schools, implementing the educational interest of the State, and providing such other educational activities as in its judgment best serve the interests of the school district.

## **EMPLOYEE INSURANCE AND PENSION BENEFITS COMMITTEE**

The Employee Insurance and Pension Benefits Committee (EIPBC) is composed of nine (9) regular and two (2) alternate members who oversee all aspects of the health insurance programs and pension benefits for employees. The Committee is appointed by the Town Council and serves to oversee the EIPBC Agent of Record. The Committee determines the needs and develops specifications for the employee insurance and pension benefits program, reviews all submitted insurance proposals, periodically reviews employee insurance benefits, and makes recommendations to the Town Manager and Council.

## **ENVIRONMENTAL QUALITY COMMISSION**

Activities of the Environmental Quality Commission date back to 1986, when the Town Council established the Environmental Quality Committee. In October 1987, the Town Council established (by Ordinance) a permanent commission and outlined its scope of authority. The Commission is charged with addressing issues affecting environmental concerns or the quality of life within the town.

Eleven (11) Commissioners are appointed by the Town Council for two year terms. Representation on the Commission includes members of the Newington Fire Department, Volunteer Ambulance, local industry and the Public. There are also five (5) student liaisons representing the two middle schools and the high school.

## **BOARD OF ETHICS**

The Board of Ethics is comprised of seven (7) regular and two (2) alternate members appointed by the Town Council, including two registered Democrats, two registered Republicans, and three unaffiliated or other party registered voters. The Board (a) has the authority to recommend action pertaining to the Code of Ethics to the Town Council, Town Manager, and Board of Education or the Superintendent of Schools; and (b) establish procedures by which the public may initiate complaints alleging a violation of the Code of Ethics.

# Boards and Commissions

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## **FAIR RENT COMMISSION**

The Fair Rent Commission is comprised of five (5) regular and three (3) alternate members. It has the authority to make studies and investigations, conduct hearings, and receive written complaints relative to rental charges or proposed increases in rental charges on housing accommodations in Newington.

## **BOARD OF FIRE COMMISSIONERS**

Pursuant to an act adopted in 1929, the Board of Fire Commissioners was established to manage and control the Newington Fire Department. The Board, comprised of three (3) elected Commissioners, is responsible for the supervision and care of all Fire Department buildings, equipment, and apparatus.

## **HOUSING AUTHORITY**

The Newington Housing Authority was established in 1973 by the Town Council and charged with the responsibility of providing housing for the Town of Newington's elderly population.

## **HUMAN RIGHTS COMMISSION**

The purpose of the Human Rights Commission is to promote mutual understanding and respect among all racial, religious, ethnic, and other groups, and to secure equality of, and opportunity for, all people. The Commission seeks compliance with State and Federal laws regarding discrimination. Complaints regarding discrimination can be filed through the Department of Human Services.

## **LIBRARY BOARD**

The Board of Directors of the Lucy Robbins Welles Library, Newington's public Library, is comprised of twelve (12) directors, six (6) of whom are appointed by the Town Council and six (6) of whom are appointed by the Library corporation. Membership is open to any resident of the Town of Newington. The Library Board is charged with managing the affairs of the Library. The Library's operations are funded by the Town of Newington.

## **OPEN SPACE COMMITTEE**

The Open Space Committee was established in December 2009 to determine the means to acquire, preserve and protect Cedar Mountain and various other open space parcels throughout the Town. The eleven (11) member Committee is comprised of various members of the Town Council. TPZ, Conservation Commission and the public.

## **BOARD OF PARKS & RECREATION**

The Board of Parks & Recreation consists of eleven (11) members who determine the use of Town parks,

public greens, and other public grounds. The Board also plans and arranges recreational facilities and programs for the Town.

## **COMMITTEE ON COMMUNITY SAFETY**

The Committee on Community Safety was formed to determine the needs and potential solutions for ensuring the safety of the community, with consideration to future budgetary requirements. The Committee is comprised of thirteen (13) members, three (3) from the Newington Town Council, two (2) from the Board of Education, one (1) from the Youth-Adult Council, and seven (7) from the public.

## **STANDING INSURANCE COMMITTEE**

The Standing Insurance Committee, comprised of nine (9) regular and two (2) alternate members, is responsible for (a) the determination of needs and specifications for Town insurance; (b) recommendation to the Town Council of the appointment and termination of the Agent of Record; (c) recommendation to the Town Council of a proposed Town insurance program; and (d) the Workers Compensation insurance provided by the Town.

## **TOWN PLAN AND ZONING COMMISSION**

The Newington Town Plan and Zoning Commission (TPZ) is a citizen body of seven (7) regular and three (3) alternate members appointed by the Town Council. The Commission's meetings are normally held on the second and fourth Wednesdays. TPZ members also devote time to serve on the Town Center Study Committee, Open Space Committee, New Britain-Hartford Busway Municipal Advisory Committee, and the Capitol Region Council of Government Planning Commission.

## **YOUTH-ADULT COUNCIL**

The Youth-Adult Council acts as an advisory board to the Human Services Department. Appointed by the Mayor, its purpose is to review youth and family issues and foster community education and support among Town agencies and residents. The school system, community groups, concerned citizens and young people all participate in monthly meetings aimed at sharing information and coordinating services.

## **ZONING BOARD OF APPEALS**

A bipartisan appointed body of five (5) regular and three (3) alternate members, the Zoning Board of Appeals' primary function is to hear applications for variances from the Zoning Regulations in which enforcement of regulations could result in a hardship. The Board also hears cases in which the applicant alleges errors in the Zoning Enforcement Officer's orders.

# Summary of Town of Newington



## Financial Report 2014-2015

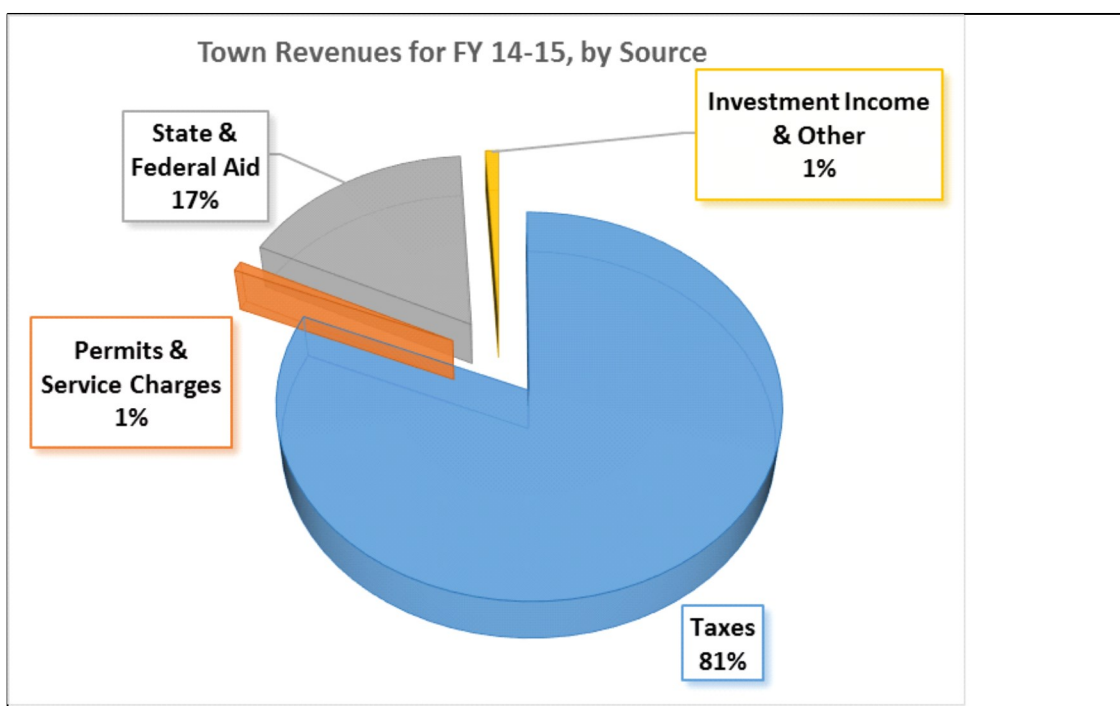
# Town Finances FY 2014-2015

- The Town's adopted General Fund budget for 2014-15 totaled \$110,083,292.
- The Mill Rate was 34.77.
- The Town benefits from a high credit rating of Aa2 by Moody's Investor Services and AA+ by Standard and Poor's.
- The Town achieved a collection rate of 99.2% on the current levy.
- The Town's bond indebtedness at June 30, 2015 totaled \$7,295,000.
- The Town's actual expenditures were \$108,835,675 and actual revenues totaled \$109,500,789.

The comparative budgetary information, by function and funding source is presented here. A detailed document of the Town's Comprehensive Annual Financial Report is on file in the Town Clerk's office and on the Town's website.

## Actual Town Revenues for 2014-15, by Source (\$ thousands)

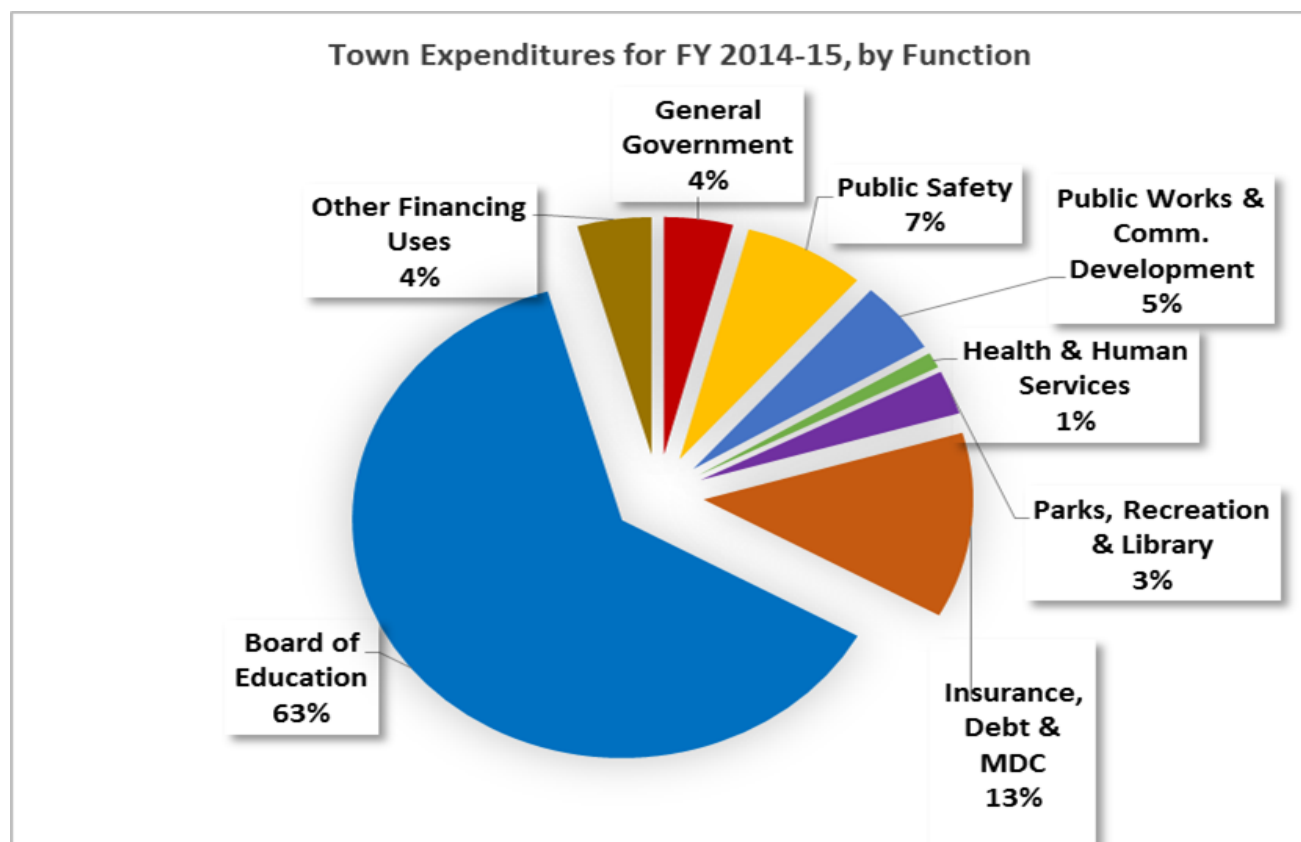
| Source                         | 2013-14        | 2014-15        | \$ Change    |
|--------------------------------|----------------|----------------|--------------|
| <b>Taxes</b>                   | 85,646         | 89,177         | 3,531        |
| <b>Permits</b>                 | 344            | 345            | 1            |
| <b>State &amp; Federal Aid</b> | 17,983         | 18,421         | 438          |
| <b>Service Charges</b>         | 551            | 544            | (7)          |
| <b>Investment Income</b>       | 62             | 74             | 12           |
| <b>Other</b>                   | 870            | 939            | 69           |
| <b>TOTAL</b>                   | <b>105,456</b> | <b>109,500</b> | <b>4,044</b> |



# Town Finances FY 2014-2015

## Actual Town Expenditures for FY 2014-15, by Function (\$ thousands)

| Function                         | 2013-14        | 2014-15        | \$ Change    |
|----------------------------------|----------------|----------------|--------------|
| General Government               | 4,434          | 4,499          | 65           |
| Public Safety                    | 7,598          | 7,958          | 360          |
| Public Works & Comm. Development | 5,215          | 5,406          | 191          |
| Health & Human Services          | 1,119          | 1,160          | 41           |
| Parks, Recreation & Library      | 3,171          | 3,254          | 83           |
| Insurance, Debt Service & MDC    | 12,507         | 13,742         | 1,235        |
| Board of Education               | 65,867         | 67,979         | 2,112        |
| Other Financing Uses             | 4,955          | 4,836          | (119)        |
| <b>TOTAL</b>                     | <b>104,866</b> | <b>108,834</b> | <b>3,968</b> |



# Town Finances FY 2014-2015

**Bonds Outstanding June 30, 2015**  
**(in thousands)**

| <b>Function</b> | <b>Amount</b> |
|-----------------|---------------|
| Schools         | 3,462         |
| General Purpose | 3,833         |
| <b>TOTAL</b>    | <b>7,295</b>  |

**Schedule of Debt Principal and Interest by Year as of June 30, 2015**  
**(in thousands)**

| <b>Year Ending<br/>June 30</b> | <b>Principal</b> | <b>Interest</b> | <b>Total</b> |
|--------------------------------|------------------|-----------------|--------------|
| 2016                           | 1,040            | 188             | 1,228        |
| 2017                           | 1,035            | 157             | 1,192        |
| 2018                           | 1,025            | 125             | 1,150        |
| 2019                           | 695              | 91              | 786          |
| 2020                           | 690              | 70              | 760          |
| 2021-2025                      | 2,810            | 150             | 2,960        |
| <b>TOTAL</b>                   | <b>7,295</b>     | <b>781</b>      | <b>8,076</b> |





